

# **Samaritans of Yeovil, Sherborne & District**

Charity registered in England & Wales number: 1168371

## **Charity Accounts for the year ended 31 March 2024**

## Annual Trustees Report

The Trustees present their report and financial statements for the charity for the year ended 31 March 2024.

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:

Elizabeth Willoughby-Paul	Branch Director, start of term 01.01.23
Ian Dibben	Retired 10.12.23, re-elected 03.02.24
Christopher Blows	Retired 10.12.23, re-elected 03.02.24, resigned 14.06.24
Catherine Turner	Treasurer, elected 03.02.24
Neil Jones	Appointed 25.05.24
Sandra Jones	Secretary, retired 10.12.23

Katherine McElligott	Treasurer, retired 10.12.23
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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 or subsequently. Other trustees may be co-opted on occasion during the year. All trustees (other than the Branch Director) retire at the next AGM but may be reappointed subject to a limit on continuous service. 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 31 March 2024, the Branch Director plus three elected Trustees were in post. The other members of the BLT are Deputy Directors responsible for particular areas of management and these are appointed by the Branch 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 through announcement on Three Rings and at branch meetings. Minutes are available in the Filestore on Three Rings. A quarterly branch newsletter is also circulated.

All persons working at our Charity are Volunteers except for the Caretaker and Cleaner who are both Self-employed.

## **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 objectives.

It is important to note that all roles within a Samaritan 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 nine covering the roles of Branch Director and Deputy Directors responsible for recruitment, training, caller support, volunteer support, mentoring, our prison work, community outreach, and premises and administration. Samaritans as a whole would not be able to exist without this level of volunteer-led management.

## **Achievements & Performance**

In recent years the world has become, for many, a very worrying place. Anyone, at any time, can find themselves needing emotional support. Samaritans' strategy 2022-29, 'Tackling Suicide Together', sets out our key priorities and principles to ensure we can continue to be here, day and night, whenever and however people need us most – not just today, but in the future.

In our branch, we are working towards broadening our impact in society by:

- Wider and more varied methods of public awareness and advertising.
- Increasing recruitment days and training from two to three days per year.
- Providing one to one peer reviews for listening volunteers on an annual basis Ongoing Mentoring (OGM).
- Widening our community outreach activities.
- Attending Freshers' Fairs and expanding our emotional health talks in Schools and Colleges, as well as presenting to trainees at a major local engineering employer.

- Restarting our very successful emotional support work in the A&E department of Yeovil Hospital which had stopped due to Covid-19.
- Providing a service to Guys Marsh prison in training and weekly support for a team of selected Listeners.
- Providing post-incident support at a local railway station.

All these activities have, as well as being of huge benefit to the communities and organisations we have supported, extended knowledge of Samaritans in the area covered by the branch.

## **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 are Christmas craft fairs, jumble sales and collections during outreach activities. We have, in the past, accepted donations from volunteers and friends who have carried out sponsored marathons, walking and cycling, treks and such. However, there have been no major fundraising events during the year ended 31 March 2024. 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 is 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 etc).

Reserves include investments at market value (not cost).

Reserves exclude Restricted Funds and Endowment funds

<b>Reserves in range</b>	<b>Percentage applied to each segment</b>
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.

In the 2024/25 financial year, the goal will be to evaluate and set budgeted running costs and continue to explore potential income generating activities such as licensing the ground floor for Pilates classes, Andy's Man Club men's support group and others.

**Samaritans of Yeovil, Sherborne & District**  
**Profit and Loss accounts for the year ended 31 March 2024**

	Unrestricted	Restricted	Total 2024	Unrestricted	Restricted	Total 2023
<b>Turnover</b>						
Charitable Activities Prison Reimbursement	-	664	664	-	-	-
Donations Received -Non Gift Aid	9,497	-	9,497	13,857	-	13,857
Donations Received Gift Aid	714	-	714	530	-	530
Fund Generation - Fund Raising	282	-	282	1,485	-	1,485
Grants	2,039	-	2,039	-	-	-
Investment Income	2,372	-	2,372	2,129	-	2,129
Other Income	84	-	84	-	-	-
Rent Income	1,204	-	1,204	1,480	-	1,480
Savings Account Interest	2,796	-	2,796	768	-	768
Tax Reclaimed	833	-	833	-	-	-
<b>Total Turnover</b>	<b>19,822</b>	<b>664</b>	<b>20,486</b>	<b>20,248</b>	<b>-</b>	<b>20,248</b>
<b>Cost of Sales</b>						
Advertising	178	-	178	-	-	-
Discounts Taken	-	-	-	-	-	-
PR (Literature & Brochures)	546	-	546	240	-	240
SIT Training	-	-	-	70	-	70
<b>Total Cost of Sales</b>	<b>724</b>	<b>-</b>	<b>724</b>	<b>310</b>	<b>-</b>	<b>310</b>
<b>Gross Profit</b>	<b>19,098</b>	<b>664</b>	<b>19,762</b>	<b>19,938</b>	<b>0</b>	<b>19,938</b>
<b>Administrative Costs</b>						
Audit and Accountancy Fees	2,448	-	2,448	1,872	-	1,872
Cleaning	2,781	-	2,781	2,785	-	2,785
Depreciation	14,818	-	14,818	12,638	-	12,638
Donations from Legacy to Samaritan branches	900	-	900	-	-	-
Electricity	5,721	-	5,721	3,801	-	3,801
Gas	6,737	-	6,737	4,726	-	4,726
General Rates	481	-	481	481	-	481
Insurance	-	-	-	510	-	510

Miscellaneous items	74	-	74	305	-	305
Morley House refurbishment	3,370	-	3,370	1,820	-	1,820
New Branch Contribution	66,848	-	66,848	143,993	-	143,993
Office Equipment Depreciation (8004)	1,223	-	1,223	893	-	893
Office Machine Renewel - Maintenance	354	-	354	-	-	-
Office Stationery	801	-	801	349	-	349
Postage and Carriage	-	-	-	8	-	8
Premises Expenses	1,617	-	1,617	1,993	-	1,993
Printing	507	-	507	666	-	666
Prison Travel and Expenses	-	743	743	-	210	210
Refreshments	989	-	989	1,521	-	1,521
Repairs and Renewals	8,959	-	8,959	14,085	-	14,085
Software subscription	513	-	513	1,121	-	1,121
Telephone / Broadband	2,337	-	2,337	2,748	-	2,748
Trustees Travelling Expences	24,288	-	24,288	16,204	-	16,204
Volunteer Support	-	-	-	91	-	91
Water Rates	350	-	350	300	-	300
<b>Total Administrative Costs</b>	<b>146,116</b>	<b>743</b>	<b>146,859</b>	<b>212,911</b>	<b>210</b>	<b>213,121</b>
<b><u>Loss for the Year</u></b>	<b><u>-127,018</u></b>	<b><u>-79</u></b>	<b><u>-127,096</u></b>	<b><u>-192,973</u></b>	<b><u>-210</u></b>	<b><u>-193,183</u></b>

**Samaritans of Yeovil, Sherborne & District**  
**Balance Sheet for the year ended 31 March 2024**

<b>Account</b>	<b>31 Mar 2024</b>	<b>31 Mar 2023</b>
<b>Tangible Assets</b>		
Office Equipment	25,342	21,902
Office Equipment Depreciation (0031)	-21,673	-20,450
Property improvements	59,270	59,270
Property Improvements Accumulated Depreciation	-14,818	0
Property Morley House	425,000	425,000
<b>Total Tangible Assets</b>	<b>473,122</b>	<b>485,722</b>
	<b>473,122</b>	<b>485,722</b>
<b>Cash at bank and in hand</b>		
COIF	39,601	0
Lloyds Current Account	12,556	4,652
Lloyds Instant Savings Acc	238,240	283,444



Lotto Current Account	2,275	2,275
M & G Charibond	35,197	74,798
<b>Total Cash at bank and in hand</b>	<b>327,869</b>	<b>365,169</b>
	<b>327,869</b>	<b>365,169</b>
Accruals	1,140	0
Creditors Control Account	82,616	6,559
	<b>83,756</b>	<b>6,559</b>
<b>Net Current Assets (Liabilities)</b>	<b>244,113</b>	<b>358,610</b>
<b>Total Assets less Current Liabilities</b>	<b>717,235</b>	<b>844,332</b>
<b>Net Assets</b>	<b>717,235</b>	<b>844,332</b>
Current Year Earnings	-127,096	-193,182
Funds	839,005	1,032,187
Funds - restricted	5,327	5,327
	<b>717,235</b>	<b>844,332</b>

**Samaritans of Yeovil, Sherborne & District Supplementary information relating to the accounts for the year ended 31 March 2024**

**Notes:**

- 1 Freehold property used by the Charity – acquisition cost £425,000 plus improvements at a cost of £59,270. We have depreciated the property improvements this year, there was a charge for this in last years P&L however this was not reflected in the fixed asset note.
- 2 Unquoted securities – value £35,197 Invested with M & G Charibond has not changed in value. The CCLA Charities Official Investment Fund has increased to £49,046.50, however we have not has statements showing these transactions so have left the year-end balance as 31<sup>st</sup> March 2023. The actual statement balance is £49,046.50. These are available for withdrawal at short notice.
- 3 These accounts have been prepared on a accruals basis as the invoices had already been posted into Sage Line 50.
- 4 An independent examination is still required, as stated in the constitution of the Charity.
- 5 The figures for the year ended 31 March 2023 have been generated on the same basis to make them comparable, however will not agree to the signed accounts for last year. This could involve dome duplication of transactions when calculating the Branch Contribution.
- 6 Independent examination and accountancy costs – the values reflected in the accounts relate to the final payment in relation to the year ended 31 March 2022.
- 7 The NBC, payable to Central Charity for 2024 has been provided by you at £66,848 for March 2024.
- 8 The bank statements for the Lotto account have not been made available.
- 9 I have had no details on what makes up the restricted income and expenses, therefore have assumed these relate to the prison income and travelling expenditure.

**Samaritans of Yeovil, Sherborne & District Independent Examiner's Report to the Trustees  
for the year ended 31 March 2024**

**Independent examiner's 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 2024.

**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**

- In the course of my examination, the following material matters have come to my attention which give me reasonable cause to believe that in material respects the requirements:
- to keep accounting records in accordance with Section 44 (1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

**have not been met.** Specifically:

- The accounts do not reconcile with the bank statements, showing discrepancies amounting to £9,445.38. Some of this would be further income for the accounts for the year ended 31<sup>st</sup> March 2024.

- Lotto bank account transactions have not been made available, there should be further income received from this account included in the P&L.

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.

Lindsey Wright FMAAT ACA

Blue Lias Accounting Limited  
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Date: 16<sup>th</sup> December 2024