

TELFORD SAMARITANS

REGISTERED CHARITY NUMBER 1170489

ANNUAL REPORT AND STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2021

TELFORD SAMARITANS

ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

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TELFORD SAMARITANS

REFERENCE AND ADMINISTRATIVE DETAILS

CHARITY NUMBER 1170489

PRINCIPAL ADDRESS 115 King Street
Wellington
Telford
Shropshire
TF1 1NU

TRUSTEES

31 March 2020 - AGM 7 September 2020

		Appointed:	Resigned:
David Lewis	Director	01/08/2017	07/12/2020
Nicola Adams	Director	07/12/2020	
Susan Askin		30/11/2016	07/09/2020
Mick Carr	Vice Director	30/11/2016	07/12/2020
Eve Booth		07/09/2017	
Anne Tuckley		07/12/2020	
Cindy Bereford	Secretary	20/08/2018	07/12/2020
Nicola Clements	Secretary	07/12/2020	
Kate Griffith		20/08/2018	
Andrew Adams		20/08/2018	
Mary Stringer	Vice Director	20/08/2018	
Laura Reeves		07/12/2020	

INDEPENDENT EXAMINER

B Talbot FCCA
e-Innovation Centre
Priorslee
Telford
TF2 9FT

BANKERS

Lloyds Bank plc	TSB Bank plc
113 The Borders	8 Walker Street
Telford Centre	Wellington
Telford	Telford
Shropshire	Shropshire
TF3 4JE	TF1 1BE

TELFORD SAMARITANS

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2021

The Trustees present their annual report and financial statements of the charity for the year ended 31st March 2021. The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in the UK and Republic of Ireland (FRS 102)" (as amended for the accounting periods commencing from 1 January 2016).

OBJECTIVES AND ACTIVITIES

To work for the assistance of persons who are suicidal, despairing or in distress by providing a service primarily intended for the benefit of persons in the Telford and surrounding area (but without specific limitations as to area) to enable such persons to receive immediate help, compassion and befriending from members of the charity selected and prepared for the purpose working under direction; and also where appropriate, in accordance with Samaritan procedure, referral to persons having specialist or professional skills and to support the company and aid in the establishment and support of probationary branches and the support of recognised branches of Samaritans

TRUSTEES AND ORGANISATIONAL MATTERS

The charity trustees during the year are shown in the reference and administrative section. The Trustees comprise both ordinary and ex-officio members.

The collective body of the trustees is known as the Business Leadership Team.

The trustees attend regular branch committee meetings throughout the year to discuss the charity; its objectives; financial position and future projections.

The conduct of the branch committee meetings and the rules governing how trustees make decisions are set out in the constitution.

RISK MANAGEMENT

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error.

RESERVES

Unrestricted funds are used for the general purposes of the charity.

The level of reserves is monitored and reviewed at the regular trustees meetings.

TELFORD SAMARITANS

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2021

Director's Report

David said at the last AGM he hoped that it would be a unique experience, but as we all know Covid has continued to challenge all that we do, both in and outside of Samaritans.

The different ways of working we had to adopt in March 2020 have been in place since then, with only a recent easing as it has become clear that vaccination has allowed us to return to some semblance of normality. This report will focus primarily on the year to end of March 2021.

The year got off to a difficult start with the shop being closed for the first of three times in total. In spite of this, and with the support T&W council we have managed to maintain the revenue at a similar level which has allowed to continue to support the work the branch does on a day-to-day basis. We ended the year in a good position; in addition to the shop income we also received a number of donations from a variety of sources including the Rotary Club of Ironbridge, Lady Forester and a gift from the estate of a former volunteer. There were plans at the end of 2019 to invest monies from an earlier legacy and other sources into making improvements in the branch for the benefit of volunteers. Covid prevented this from happening in 2020 and the first half of 2021 but plans are now afoot to address this.

David and his Leadership Team steered the branch very well through the first months of the pandemic and ensured that when I took over in December the branch was in very good shape considering the challenges undertaken. A significant number of volunteers shielded for part or all of the period to March 2021 and beyond and contributed significantly to the service either through supporting the NHS line or other tasks from home such as leader shifts. The level of commitment shown by all volunteers in this difficult time has been outstanding and I can only pass on my thanks and admiration – along I am sure with yours.

The vast majority of our volunteers have returned now from shielding and we have also welcomed a new cohort of Samaritans who successfully completed the new Core Training online at the end of 2020 and are now full members of the branch. A further cohort started in the Spring of 2021. This means at the end of July 2021 we now have 62 active listening volunteers including our New Samaritans and a further 33 volunteers who support the branch in a variety of other ways including shop and trustee roles.

Our 54 listening volunteers spent nearly 2,296 hours taking 10,515 phone calls and replied to 2551 emails over the year from April 2020 to March 2021. This is a credit to their commitment to supporting those who have been most vulnerable during the pandemic and lockdowns. They were supported in this work in many different ways by our 42 support volunteers. Thank you to all of our volunteers for everything they did for callers over this period.

(Continued overleaf)

TELFORD SAMARITANS

REPORT OF THE TRUSTEES (CONTINUED) FOR THE YEAR ENDED 31ST MARCH 2021

In spite of Covid, we have managed to run a programme of online social activities with our fellow volunteers at Walsall Branch. We had a fascinating talk by Junior Smart about his work with ex-offenders and another interesting talk from the Coroner. This provided all our volunteers with an opportunity to get together albeit online...and in spite of the ubiquitous technical challenges of using Zoom!

Perhaps our most challenging activity this year has been the relocation of our charity shop in Wellington. The shop has only moved about 100 yards but the new location attracts a much higher footfall and the shop itself is light, bright and open, allowing us to present a more appealing experience to our customers. The whole of the shop team has done an amazing job of finding a new shop and fitting it out as well as closing down and making good the old premises. My personal thanks to the whole team but particularly to Anne 214, Gail and the shop committee for this huge undertaking. I would also like to thank Andy, the Treasurer, for securing a Community Lottery grant of £10,000 to pay for two thirds of the installation of a lift to make the new shop accessible to all.

Finally, I would just like to thank everyone who makes the work we do possible. Those of you who have supported us financially throughout a difficult year; those of you who support the work of the branch in other ways, no matter how small; those of you who raise money in the shop or elsewhere; everyone who has contact with all our callers, in the branch or outside. And last but not least to those who support every one of us and make it possible for to support our callers in the way we do.

Nicky 32
Director

TELFORD SAMARITANS

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2021

STATEMENT OF RESPONSIBILITIES OF TRUSTEES

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year. In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principals in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on Behalf of the Trustees



**NICOLA ADAMS
DIRECTOR**

DATED 21 September 2021

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF TELFORD SAMARITANS

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st March 2021.

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.

The examination included a review of the accounting records kept by the Charity and a comparison of the accounts presented with these records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees, concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statements below.

Independent Examiner's Statement

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

- 1.) the accounting records were not kept in accordance with section 130 of the Charities Act; or
- 2.) the accounts did not accord with the accounting records; or
- 3.) the accounts did not comply with the applicable requirements 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 respect in order to enable a proper understanding of the accounts to be reached.



Mr B Talbot FCCA

Date: 21/09/21

Chartered Certified Accountant

e-Innovation Centre
Priorslee
Telford
TF2 9FT

TELFORD SAMARITANS

STATEMENT OF FINANCIAL ACTIVITIES

	Note	Unrestricted Funds 2020-21	Restricted Funds 2020-21	Total Funds 2020-21	Total Funds 2019-20
Incoming Resources:					
Incoming resources from generated funds					
Voluntary income	2a	6,379		6,379	49,296
Other trading activities	2b	62,182		62,182	41,544
Investment income and interest	2c	-	-	-	-
Income resources from charitable activities					
Activities in furtherance of charity's objectives	2d	1,824	-	1,824	4,729
Total Incoming Resources		70,385	0	70,385	95,569
Resources Expended					
Cost of charitable activities	3	44,482	5,000	49,482	56,531
Governance costs	4	2,385	-	2,385	817
Total Resources Expended		46,867	5,000	51,867	57,348
Net (Resources Expended) / Incoming Resources before transfers		23,518	(5,000)	18,518	38,221
Transfers between Funds		-	-	-	-
Net (Resources Expended) / Incoming resources for the year (expenditure)/Income		23,518	(5,000)	18,518	38,221
Total funds at 31st March 2020		173,198	158,025	331,223	292,829
Total funds at 31st March 2021		196,716	153,025	349,741	331,050

The statement of financial activities includes all gains and losses recognised in the year.
All income resources and resources expended derive from continuing activities.

TELFORD SAMARITANS
BALANCE SHEET AS AT 31 MARCH 2021

	Note	2021	2020
		£	£
Fixed Assets			
Tangible Fixed Assets	5	168,756	175,385
Current Assets			
Debtors and Prepayments	6	0	0
Cash at bank and in hand		183,985	155,838
		<u>183,985</u>	<u>155,838</u>
Creditors	7		
- Amounts falling due within one year		<u>3,000</u>	<u>0</u>
Net Current Assets		180,985	155,838
Net Assets		<u><u>£349,741</u></u>	<u><u>£331,223</u></u>
Funds			
Unrestricted Funds		196,716	173,198
Restricted Funds		153,025	158,025
Total Funds		<u><u>£349,741</u></u>	<u><u>£331,223</u></u>

Approved by the Board of Trustees on
Date

and signed on their behalf by:



NICOLA ADAMS
DIRECTOR

DATED 21 September 2021

The notes on pages 9 to 12 form part of these Financial Statements

TELFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. Principal Accounting Policies

a) Basis of Accounting

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland", the statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102) and the Charities Act 2011.

The accounts are prepared in sterling, which is the fundamental currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention. The principal accounting policies are set out below.

The trustees consider the charity to be a going concern and have considered a period of twelve months from the date of approval of the financial statements.

b) Incoming Resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

c) Resources Expended

Expenditure is accounted for on an actual basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to headings they have been allocated to activities on a basis consistent with the use of resources.

d) Taxation

No provision has been made for Corporation Tax as the charity is exempt from tax on its charitable activities.

e) Tangible Fixed Assets

Depreciation is provided to write off costs of each asset over its estimated useful life at the following rates:

Freehold Property	2% straight line
Improvements to Property	2% straight line
Fixtures and Fittings	25% straight line
Shop Equipment	25% straight line

f) Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

TELFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

	Unrestricted 2021	Restricted 2021	Total 2021	Total 2020
2. Incoming Resources				
a) Voluntary Income				
Donations and Legacies	6,379	0	6,379	49,296
	<u>6,379</u>	<u>0</u>	<u>6,379</u>	<u>49,296</u>
b) Other trading activities				
Shop Income	62,182	0	62,182	41,544
	<u>62,182</u>	<u>0</u>	<u>62,182</u>	<u>41,544</u>
c) Investment Income				
Interest	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
d) Activities in furtherance of charity's objectives				
Fund Raising	22		22	(106)
Gift Income			0	0
Other Income	1,802		1,802	4,835
	<u>1,824</u>	<u>0</u>	<u>1,824</u>	<u>4,729</u>
3. Costs of charitable activities				
Direct and support costs allocated				
Volunteer expenses	2,762		2,762	3,676
Volunteer training	0		0	0
Volunteers' taxis	0		0	40
Shop Rent	12,000		12,000	12,000
Samaritans visit & AGM Expenses	0		0	95
Telephone, lighting & heating	5,680		5,680	6,754
Adverts and Publicity	882		882	7,613
Directors expenses	0		0	0
Water rates	694		694	780
Insurances	2,619		2,619	2,589
Property Maintenance, Cleaning & Repairs	10,050		10,050	6,568
Contribution to Central Office	5,832		5,832	4,943
Printing, stationery & postage	58		58	2,140
Sundry expenses	2,276		2,276	2,318
Depreciation	1,629	5,000	6,629	7,015
	<u>44,482</u>	<u>5,000</u>	<u>49,482</u>	<u>56,531</u>
4. Governance costs				
Independent Examiners Fees	510		510	510
Legal & Professional Fees	1,875		1,875	307
	<u>2,385</u>		<u>2,385</u>	<u>817</u>

TELFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

5. Tangible Fixed Assets

	Freehold Property £	Property Improves £	Fixtures & Fittings £	Shop Equip £	Office Equip £	Total £
Cost						
At 31 March 2020	50,000	250,153	10,832	4,055	6,484	321,524
Additions	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
At 31 March 2021	50,000	250,153	10,832	4,055	6,484	321,524
Depreciation						
At 31 March 2020	21,250	106,034	10,647	1,724	6,484	146,139
Charge for Period	1,000	5,000	46	583	-	6,629
Disposals	-	-	-	-	-	-
At 31 March 2021	22,250	111,034	10,693	2,307	6,484	152,768
Net Book Value						
At 31 March 2021	27,750	139,119	139	1,748	0	168,756
At 31 March 2020	28,750	144,119	185	2,331	0	175,385

6. Debtors

	<u>2020-21</u> £	<u>2019-20</u> £
Prepayments	<u>0</u>	<u>0</u>

7. Creditors - amounts falling due within one year

	<u>2020-21</u> £	<u>2019-20</u> £
Accruals	<u>3,000</u>	<u>-</u>

TELFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

8. Analysis of Net Assets between funds

	Restricted Funds £	Designated Funds £	General Funds £	Total £
Tangible fixed assets	139,119	0	29,637	168,756
Current assets	0	0	180,985	180,985
Current liabilities	0	0	0	0
	139,119	0	210,622	349,741

8a. Unrestricted Fund

	Balance 31/03/2020 £	Incoming £	Outgoing £	Transfers £	Balance 31/03/2021 £
General Fund	173,198	70,385 -	46,867	0	196,716
	173,198	70,385 -	46,867	0	196,716

8b. Restricted Fund

	Balance 31/03/2020 £	Incoming £	Outgoing £	Transfers £	Balance 31/03/2021 £
	158,025	0 -	5,000	0	153,025
	158,025	0 -	5,000	0	153,025

8c. Purpose of restricted funds

Restricted funds relate to Freehold property improvements

9. Trustees' Remuneration and Expenses

There were no trustees' remuneration or other benefits for the period ended 31 March 2021 nor for the year ended 31 March 2020

Trustees were reimbursed out of pocket expenses properly incurred on behalf of the charity.

10. Post Balance Sheet Events

Covid-19 resulted in the temporary closing of the Charity's shop on 17 March 2020. This being our primary source of income, the charity has had to rely upon its reserves, on top of the Government Retail Grant of £25,000. It is the Trustees' duty to protect the Charity's finances at all times.

TELFORD SAMARITANS

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31/03/2021

	Branch	Shop	Restricted Income	Total
INCOME:				
Charitable Activities	85	0	0	85
Restricted Legacy -	0	0	0	0
Donations	6,049	87	0	6,136
Government Covid Business Grants	0	49,143	0	49,143
Gift Aid Donations from Volunteers	113	0	0	113
HMPPS Grant	1,763	0	0	1,763
Sales of Products	22	0	0	22
Shop Sales	0	13,084	0	13,084
Social Events Contribution	39	0	0	39
	8,071	62,314	0	70,385
EXPENDITURE:				
Independent Examiners' Fees	510	0	0	510
Advertising & Promotional	2,263	119	0	2,382
Advertising & Promotional - Special Projects	0	0	0	0
Cleaning	2,394	82	0	2,476
Computer Costs	1,048	193	0	1,241
Electricity & Gas	2,756	1,142	0	3,898
Maintenance, Cleaning & Repairs, Equipment Hire	3,484	289	0	3,773
Finance Costs	98	235	0	333
Insurances	1,571	1,048	0	2,619
Office/General Admin Expenses	0	0	0	0
Other Professional Services	1,083	792	0	1,875
Phone Costs	1,762	20	0	1,782
Printing, Postage & Stationery	57	1	0	58
Refreshments	57	90	0	147
Rent, includes £3,000 leaving cost	0	12,000	0	12,000
Subscriptions	300	280	0	580
General Office Contribution	5,832	0	0	5,832
Sundries	1,007	738	0	1,745
Travel & Accommodation	0	0	0	0
Volunteer Expenses	2,762	0	0	2,762
Waste	531	0	0	531
Water Charges	500	194	0	694
	28,015	17,223	0	45,238
Cash Surplus / (Deficit)	(19,944)	45,091	0	25,147
Depreciation Charges:				
On restricted funds (buildings)	(5,000)	0	0	(5,000)
On unrestricted funds	(1,045)	(1,629)	0	(1,629)
Total Surplus / (Deficit)	(25,990)	44,508	0	18,518