

TELFORD SAMARITANS

REGISTERED CHARITY NUMBER 1170489

ANNUAL REPORT AND STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2022

TELFORD SAMARITANS

ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2022

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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 2021 - AGM 27 September 2021

		Appointed:	Resigned:
Nicola Adams	Director	07/12/2020	
Eve Booth		07/09/2017	
Anne Tuckley		07/12/2020	
Nicola Clements	Secretary	07/12/2020	
Kate Griffith		20/08/2018	27/09/2021
Andrew Adams		20/08/2018	
Mary Stringer	Vice Director	20/08/2018	
Laura Reeves		07/12/2020	
Philip Davies		27/09/2021	19/02/2022

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

<u>BANKERS</u>		
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 2022

The Trustees present their annual report and financial statements of the charity for the year ended 31st March 2022. 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 2022

It has been an interesting and challenging year since we were together at the AGM in September 2021.

The working practices we implemented during Covid have eased, although we are still mindful of good practices to reduce the likelihood of spreading Covid within our volunteer base – I would like to thank all of our volunteers for their commitment to this and care for our fellow volunteers in both the branch and the shop.

Although this report will focus primarily on the year from April 2021 to March 2022, I will make some mention of more recent changes and challenges as well.

Almost all our volunteers have returned from shielding, and although some have also stood down due to personal circumstances, many have also returned. In the same period we have had a number of volunteers leave us and join us in a variety of roles and 2 of these volunteers have joined us from other branches. Welcome to everyone.

As many of you will know, we moved into a new shop in Crown St Wellington, just along the street from our old one, where our lease had run out, in May of 2021. The new shop is light and bright with a much more customer friendly layout and lots of storage upstairs. It is always beautifully decorated (thanks so much to all the volunteers whose creativity always gets lots of positive comments from the public) and as mentioned last year, we were able to gain a £10,000 lottery grant (40% of the cost), we were able to install a lift which makes the shop accessible to volunteers with mobility issues as well as making moving stock much easier.

The new shop has gone from strength to strength. In spite of the costs of leaving the old shop, and making the new shop suitable, the shop reported a small profit, which given the challenges faced, is amazing. Although this properly belongs in next year's report, I did just want to mention that between May and July 2022 the Shop made a profit of £8,443. This is great news, and I and all the Trustees wish to pass on their congratulations to Anne 214 and all the volunteers who have made this possible.

We currently have a total of 64 listening volunteers including probationers and 36 support volunteers undertaking a range of roles from trustee roles, working in the shop and providing IT, marketing and social media support. Thank you to each and every one of you for everything you do to keep the branch running and thank you too to all those who support you in your volunteering.

TELFORD SAMARITANS

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2022

In the year from April 2021 to March 2022, our 64 listening volunteers spent 2255 hours taking 10,754 contacts and responded to 1,867 emails over 934 hours. That is an incredible achievement and demonstrates our ongoing commitment to supporting the most vulnerable and those in most need of our support. We have returned to face to face training as well and volunteers now do a mix of online and face to face development activities.

We have continued with online social activities and look forward to more face to face activities.

I am always torn at this point because I want to highlight the amazing support so many people give to fellow volunteers through a wide variety of roles, the additional hours alongside shifts that people do, and a blanket 'thank you' doesn't feel adequate, but if I listed everyone this would take too long, so I will just have to say, as I did last year, a huge and heartfelt thanks to everyone who makes the work we do possible. None of this would be possible without you, so thank you.

Nicky 32
Director

TELFORD SAMARITANS

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2022

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 19 September 2022

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:

Chartered Certified Accountant

**e-Innovation Centre
Priorslee
Telford
TF2 9FT**

TELFORD SAMARITANS

STATEMENT OF FINANCIAL ACTIVITIES

	Note	Unrestricted Funds 2021-22	Restricted Funds 2021-22	Total Funds 2021-22	2020-21
Incoming Resources:					
Incoming resources from generated funds					
Voluntary income	2a	30,787		30,787	6,379
Other trading activities	2b	36,587		36,587	62,182
Investment income and interest	2c	-	-	-	0
Income resources from charitable activities					
Activities in furtherance of charity's objectives	2d	4,819	-	4,819	1,824
Total Incoming Resources		72,194	-	72,194	70,385
Resources Expended					
Cost of charitable activities	3	75,074	5,162	80,236	49,482
Governance costs	4	5,194		5,194	2,385
Total Resources Expended		80,268	5,162	85,430	51,867
Net (Resources Expended) / Incoming					
Resources before transfers		(8,075)	(5,162)	(13,237)	18,518
Transfers between Funds		5,828	(5,828)	0	0
Net (Resources Expended) / Incoming resources for the year (expenditure)/Income		(2,247)	(10,990)	(13,237)	18,518
Total funds at 31st March 2021		196,716	153,025	349,741	331,223
Total funds at 31st March 2022		194,469	142,035	336,504	349,741

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 2022

	Note	2022		2021	
		£	£	£	£
Fixed Assets					
Tangible Fixed Assets	5		201,281		168,756
Current Assets					
Debtors and Prepayments	6	-		-	
Cash at bank and in hand		135,223		183,985	
		<u>135,223</u>		<u>183,985</u>	
Creditors					
- Amounts falling due within one year	7	-		3,000	
Net Current Assets			135,223		180,985
Net Assets			<u>336,504</u>		<u>349,741</u>
Funds					
Unrestricted Funds			194,469		196,716
Restricted Funds			142,035		153,025
Total Funds			<u>336,504</u>		<u>349,741</u>

Approved by the Board of Trustees on
Date

and signed on their behalf by:



NICOLA ADAMS
DIRECTOR

19 September 2022
DATED

TELFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

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
Shop Leasehold Improvements	10% 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 2022

	Unrestricted 2022	Restricted 2022	Total 2022	Total 2021
2. Incoming Resources				
a) Voluntary Income				
Donations and Legacies	30,787	-	30,787	6,379
	<u>30,787</u>	<u>-</u>	<u>30,787</u>	<u>6,379</u>
b) Other trading activities				
Shop Income	36,587	-	36,587	62,182
	<u>36,587</u>	<u>-</u>	<u>36,587</u>	<u>62,182</u>
c) Investment Income				
Interest	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
d) Activities in furtherance of charity's objectives				
Fund Raising	-		-	22
Gift Income			-	-
Other Income	4,819		4,819	1,802
	<u>4,819</u>	<u>-</u>	<u>4,819</u>	<u>1,824</u>
3. Costs of charitable activities				
Direct and support costs allocated				
Volunteer expenses	1,972		1,972	2,762
Volunteer training	-		-	-
Volunteers' taxis	-		-	-
Shop Rent	19,491		19,491	12,000
Samaritans visit & AGM Expenses	-		-	-
Telephone, lighting & heating	8,257		8,257	5,680
Adverts and Publicity	1,562		1,562	882
Directors expenses	-		-	-
Water rates	645		645	694
Insurances	4,780		4,780	2,619
Property Maintenance, Cleaning & Repairs	11,676		11,676	10,050
Contribution to Central Office	11,352		11,352	5,832
Printing, stationery & postage	815		815	58
Sundry expenses	6,582		6,582	2,276
Depreciation	7,941	5,162	13,103	6,629
	<u>75,075</u>	<u>5,162</u>	<u>80,236</u>	<u>49,482</u>
4. Governance costs				
Independent Examiners Fees	510		510	510
Legal & Professional Fees	4,684		4,684	1,875
	<u>5,194</u>		<u>5,194</u>	<u>2,385</u>

TELFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

5. Tangible Fixed Assets

	Freehold Property £	Property Improves £	Fixtures & Fittings £	Shop Equip £	Shop Leasehold Improves	Office Equip £	Total £
Cost							
At 31 March 2021	50,000	250,153	10,832	4,055	-	6,484	321,524
Additions	-	8,077	-	5,302	28,888	3,360	45,628
Disposals	-	-	-	-	-	-	-
At 31 March 2022	50,000	258,230	10,832	9,357	28,888	9,844	367,152
Depreciation							
At 31 March 2021	22,250	111,034	10,693	2,307	-	6,484	152,768
Charge for Period	1,000	5,162	139	3,074	2,889	840	13,103
Disposals	-	-	-	-	-	-	-
At 31 March 2022	23,250	116,196	10,832	5,380	2,889	7,324	165,871
Net Book Value							
At 31 March 2022	26,750	142,035	- 0	3,977	25,999	2,520	201,281
At 31 March 2021	27,750	139,119	139	1,748	-	-	168,756

6. Debtors

	<u>2021-22</u> £	<u>2020-21</u> £
Prepayments	-	-

7. Creditors - amounts falling due within one year

	<u>2021-22</u> £	<u>2020-21</u> £
Accruals	-	3,000

TELFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

8. Analysis of Net Assets between funds

	Restricted Funds £	Designated Funds £	General Funds £	Total £
Tangible fixed assets	142,035	-	59,246	201,281
Current assets	-	-	135,223	135,223
Current liabilities	-	-	-	-
	142,035	-	194,469	336,504

8a. Unrestricted Fund

	Balance 31/03/2021 £	Incoming £	Outgoing £	Transfers £	Balance 31/03/2022 £
General Fund	196,716	72,194	- 80,268	5,828	194,469
	196,716	72,194	- 80,268	5,828	194,469

8b. Restricted Fund

	Balance 31/03/2021 £	Incoming £	Outgoing £	Transfers £	Balance 31/03/2022 £
	153,025	-	- 5,162	- 5,828	142,035
	153,025	-	- 5,162	- 5,828	142,035

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 2022 nor for the year ended 31 March 2021

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

TELFORD SAMARITANS

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31/03/2022

	<u>Branch</u>	<u>Shop</u>	<u>Restricted Income</u>	<u>Total</u>
<u>INCOME:</u>				
Charitable Activities				0
Restricted Legacy				0
Donations	30,363	228		30,591
Government Covid Business Grants				0
Gift Aid Donations from Volunteers	196			196
HMPPS Grant	4,819			4,819
Sales of Products				0
Shop Sales		36,587		36,587
Social Events Contribution				0
	35,378	36,815	0	72,194
<u>EXPENDITURE:</u>				
Independent Examiners' Fees	510			510
Advertising & Promotional	1,562			1,562
Advertising & Promotional - Special Projects	0			0
Cleaning	3,157	1,322		4,479
Computer Costs	1,361	247		1,608
Electricity & Gas	3,814	2,761		6,575
Maintenance, Cleaning & Repairs, Equipment Hire	2,932	2,657		5,589
Finance Costs	95	1,127		1,223
Insurances	3,471	1,309		4,780
Office/General Admin Expenses	20	309		329
Other Professional Services	755	3,929		4,684
Phone Costs	1,682			1,682
Printing, Postage & Stationery	624	192		815
Refreshments	241	22		263
Rent	0	19,491		19,491
Subscriptions	1,500			1,500
General Office Contribution	11,352			11,352
Sundries	732	2,535		3,267
Travel & Accommodation				0
Volunteer Expenses	1,910	62		1,972
Waste				0
Water Charges	499	147		645
	36,216	36,112	0	72,327
Cash Surplus / (Deficit)	(837)	704	0	(134)
<u>Depreciation Charges:</u>				
On restricted funds (buildings)	(5,162)			(5,162)
On unrestricted funds	(7,941)			(7,941)
Total Surplus / (Deficit)	(13,940)	704	0	(13,237)