

# **BROMLEY AND ORPINGTON SAMARITANS**

**Charitable Incorporated Organisation**

**Registered Charity Number 1170501**

**Trustees' Report and Accounts  
For the Year Ended 31 March 2022**

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# **BROMLEY AND ORPINGTON SAMARITANS**

## **Charity Information**

CIO Registered Number 1170501

Governing Document Constitution dated 1 December 2016

### **Trustees**

Ms Julie Guy	Hon Secretary	Co-opted April 2021 Resigned Feb 2022
Ms Julie Guy	Director	Elected Feb 2022
Ms Anne Clark	Hon Treasurer	Elected Dec 2016
Mr Daniel Miller		Co-opted March 2021 Resigned Sept 2021
Ms Lynette Russell	Interim Director	Elected Jan 2021 Resigned Feb 2022
Mrs Janet Hill		Elected Dec 2016 Deceased Jan 2022
Mrs Carol Munday		Elected Dec 2016
Ms Lorraine Jones		Elected Nov 2017
Mr Roy Sutton		Elected Nov 2017
Mr Rebyn Buleti		Elected Nov 2018 Resigned May 2021
Dr David Bishop		Elected Nov 2019
Mr David Fairest		Elected Nov 2021
Ms Ngoc Lan Vi		Elected Nov 2021
Mr Vinai Patel		Elected Nov 2021
Mr Keith Norman		Elected Nov 2021
Ms Laura Hughes		Co-opted Feb 2022
Ms Alev Moore		Co-opted Feb 2022

Principal Office 9B Station Road  
Orpington  
Kent  
BR6 0RZ

Independent Examiners Baxter & Co  
Chartered Certified Accountants and Registered Auditors  
Lynwood House  
Crofton Road  
Orpington  
Kent  
BR6 8QE

## **BROMLEY AND ORPINGTON SAMARITANS**

### **Report of the Trustees For the Year Ended 31 March 2022**

The trustees present their annual report and financial statements of the Charity for the year ended 31 March 2022. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's constitution, the Charities Act 2011 and Accounting and Reporting by Charities: 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 published on 16 July 2014.

#### **Structure, Governance and Management**

##### **Trustees and Organisational Structure**

The Charity is a Charitable Incorporated Organisation (CIO) set up on 1 December 2016 under charity number 1170501 and is governed by the constitution dated 1 December 2016. It was established to take forward the work of the unincorporated charity number 241680. The trust actively fundraises to obtain funds to continue its work.

The financial statements for the CIO present the combined assets, liabilities and funds of the two legal entities as though they have always been part of the same organisation.

The Trustees consider this approach provides a clear comparative of the financial activities and financial position with previous reporting periods and we believe it is appropriate because:

- the CIO was formed expressly to take over the work of the Charity;
- the two entities have the same name and address and are party to the same organisation;
- there is no significant change to the beneficiaries, purposes, or control of the organisation;
- according to independent legal advice: property, including funds, previously held on behalf of the Charity became vested in the CIO on registration under the Charities Act 2011 section 210(2); and
- to separately determine which entity was receiving or consuming funds would present an incomplete view of the charitable activities for the year.

The trustees consist of the Management Committee, where members are either elected or ex officio. The elected members are elected at the Annual General Meeting and serve for up to the maximum term of six years.

The affairs of the CIO are managed by the Charity Trustees. The officers and advisers of the trust are detailed on Page 1 of these financial statements, and may be contacted through the offices of the trust as detailed below:

9B Station Road  
Orpington  
Kent  
BR6 0RZ

## **BROMLEY AND ORPINGTON SAMARITANS**

### **Report of the Trustees For the Year Ended 31 March 2022 (continued)**

None of the trustees received any remuneration from the Charity.

#### **Risk Management**

The major risks to which the Charity is exposed, as identified by the trustees, have been reviewed and systems have been established to mitigate these risks.

#### **Objectives and Activities**

The objects of the Charity are:

- a) To enable persons in Bromley, Orpington 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;
- b) 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
- c) To collaborate with and support Samaritans Central Charity and its affiliated branches in fulfilling these objects.

During the year to 31 March 2022 the total number of telephone calls to the Charity, excluding silent calls, was 12,492 (31 March 2021: 12,135); the total number of personal visits was nil (31 March 2021: nil), and the total number of emails answered was 1,132 (31 March 2021: 1,180) and the total number of SMS texts answered was nil (31 March 2021: nil).

The number of volunteers actively involved in carrying out duties at the centre was 97 at 31 March 2022 (31 March 2021: 101), none of whom received any remuneration.

#### **Financial Review**

As shown on page 7, the general funds for the year show income of £15,634 (31 March 2021: £16,045) and expenditure of £33,004 (31 March 2021: £19,583), resulting in a deficit of £17,370 (31 March 2021: £3,538), whilst the building fund shows a surplus of £nil (31 March 2021: £10,377).

Restricted funds relate to the Prison Listener Scheme, which show funds carried forward of £10,013 (31 March 2021: £10,539).

## **BROMLEY AND ORPINGTON SAMARITANS**

### **Report of the Trustees For the Year Ended 31 March 2022 (continued)**

#### **Financial Review (continued)**

At the year end 31 March 2021, it was decided that the designated fund was no longer required and the balance of the designated fund was transferred to unrestricted funds. The balance of unrestricted funds at 31 March 2022 is £74,557 (31 March 2021: £92,106).

#### **Reserves Policy**

The trustees aim to maintain reserves in unrestricted funds to ensure there are sufficient funds available to cover support and governance costs.

Designated funds are those funds that the trustees designate for a specific purpose from time to time. At 31 March 2021, the trustees agreed that no such funds were to be held.

#### **Statement of Trustees' Responsibilities**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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 which give a true and fair view of the state of the Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments 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 financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy, at any time, the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations, and the provisions of the trust deed. 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.

Approved by the Trustees on

2022

Ms J Guy  
**Trustee**

## **Independent Examiner's Report to the Trustees of BROMLEY AND ORPINGTON SAMARITANS**

I report to the Charity trustees on my examination of the Charity for the year ended 31 March 2022, which are set out on pages 6 to 13.

### **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 Charity's accounts carried out under section 145 of the 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**

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 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do 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.

**Andrew Morgan Meredith FCCA**

Lynwood House  
Crofton Road  
Orpington  
Kent BR6 8QE

2022

# BROMLEY AND ORPINGTON SAMARITANS

## Balance Sheet as at 31 March 2022

	Note	31 March 2022 £	31 March 2021 £
<b>Fixed Assets</b>			
Tangible Fixed Assets	3	23,092	23,092
<b>Current Assets</b>			
Prepayments	11	2,111	1,864
Cash at Banks	11	60,236	82,105
		<u>62,347</u>	<u>83,969</u>
<b>Deduct: Current Liabilities</b> (Amounts falling due within one year)			
Accrued Charges	12	(869)	(4,416)
<b>Net Current Assets</b>		<u>61,478</u>	<u>79,553</u>
<b>Net Assets</b>		<u>84,570</u> =====	<u>102,645</u> =====
<b>The Funds of the Charity</b>			
Restricted funds	13	10,013	10,539
Unrestricted funds:			
Other charitable funds	13	74,557	92,106
		<u>84,570</u> =====	<u>102,645</u> =====

Approved by the Trustees on  
and signed on their behalf

2022

**Ms A Clark**

The notes on pages 8-13 form part of these accounts.

# BROMLEY AND ORPINGTON SAMARITANS

## Statement of Financial Activities For the Year Ended 31 March 2022

				31 March 2022 Total Fund	31 March 2021 Total Fund
	Note	Restricted Funds	Unrestricted Funds Designated      General		
		£	£	£	£
<b>Incoming Resources</b>					
Incoming resources from generated funds					
Voluntary Income:					
Donations and Gifts	5	-	-	1,192	13,952
Grants – Prison Support		-	-	-	2,500
– Pears Foundation		5,000	-	5,000	7,430
Activities for Generating Funds	6	-	-	442	2,093
Investment Income	7	-	-	14,000	10,500
		-----	-----	-----	-----
<b>Total Incoming Resources</b>		5,000	-	15,634	36,475
		-----	-----	-----	-----
<b>Resources Expended</b>					
Charitable Activities	8	526	179	3,038	2,201
Governance Costs	9	-	-	388	4,166
Other Resources Expended	10	5,000	-	29,578	21,007
		-----	-----	-----	-----
		5,526	179	33,004	38,709
		-----	-----	-----	-----
Net Movement in Funds		(526)	(179)	(17,370)	9,101
Transfer between Funds		-	179	(179)	-
Total Funds Brought Forward at 1 April 2021		10,539	-	92,106	93,544
		-----	-----	-----	-----
Total Funds Carried Forward at 31 March 2022	13	10,013	-	74,557	102,645
		=====	=====	=====	=====

The notes on pages 8-13 form part of these accounts.



# **BROMLEY AND ORPINGTON SAMARITANS**

## **Notes to the Accounts For the Year Ended 31 March 2022**

### **1. Accounting Policies**

#### **(a) Basis of Preparation and Assessment of Going Concern**

The accounts have been prepared under the historical cost convention, with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Charitable Incorporated Organisation (CIO) 1170501 was registered on 1 December 2016, to take forward the work of the Unincorporated Association registered number 241680. Assets, liabilities and funds of the two charities are combined. This is further explained in the Trustees' Report.

The Charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

#### **(b) Incoming Resources**

All incoming resources are recognised once the Charity has entitlement to the resources, and it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

#### **(c) Resources Expended**

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the Charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

#### **(d) Charitable Activities**

These are costs incurred by the Charity as shown in note 8.

# **BROMLEY AND ORPINGTON SAMARITANS**

## **Notes to the Accounts For the Year Ended 31 March 2022 (continued)**

### **(e) Governance Costs**

Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice.

### **(f) Taxation**

The Charity is considered exempt from taxation.

## **2. Related Party Transactions and Trustees' Expenses and Remuneration**

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2021: £nil). Expense reimbursement of £40 occurred in the year (2021: £779); however, there were no related party transactions (2021: £nil).

## **3. Tangible Fixed Assets**

Fixed assets are included at cost. This consists of £22,092 in respect of freehold premises and £1,000 in respect of carpets. No depreciation is provided for as the Charity's policy of repairs maintains the value of the property, and carpets, in excess of costs.

## **4. Fund Accounting**

The trustees are free to use unrestricted income funds, both designated and general, for any purpose in furtherance of the charitable objects.

The Building Fund is shown separately as a designated fund but there are no legal restrictions on its application.

Restricted funds relate to the Prison Listener Scheme.

<b>5. Donations and Gifts</b>	<b>31 March 2022 £</b>	<b>31 March 2021 £</b>
Religious bodies	-	1,810
Other	1,192	12,142
	<hr/>	<hr/>
	1,192	13,952
	<hr/>	<hr/>

# **BROMLEY AND ORPINGTON SAMARITANS**

## **Notes to the Accounts For the Year Ended 31 March 2022 (continued)**

6.	Activities for Generating Funds		31 March 2022 £	31 March 2021 £		
	Amounts raised by special events		442 =====	2,093 =====		
7.	Investment Income		31 March 2022 Total £	31 March 2021 Total £		
	Designated £	General £				
	Rent received	14,000	-	14,000	10,500	
	Interest received	-	-	-	-	
	_____	_____	_____	_____		
	14,000	-	14,000	10,500		
	=====	=====	=====	=====		
8.	Analysis of Charitable Activities Expenditure					
	Restricted Fund £	Designated £	General £	31 March 2022 Total £	31 March 2021 Total £	
	Prison listener scheme	526	179	-	705	361
	Telephone costs	-	-	2,909	2,909	1,840
	Training	-	-	129	129	-
	_____	_____	_____	_____	_____	
	526	179	3,038	3,743	2,201	
	=====	=====	=====	=====	=====	

# BROMLEY AND ORPINGTON SAMARITANS

## Notes to the Accounts For the Year Ended 31 March 2022 (continued)

### 9. Analysis of Governance Costs

	<b>Restricted Fund £</b>	<b>Designated £</b>	<b>General £</b>	<b>31 March 2022 Total £</b>	<b>31 March 2021 Total £</b>
Contributions to National Association	-	-	388	388	4,166
	===	===	=====	=====	=====

### 10. Analysis of Other Resources Expended

	<b>Restricted £</b>	<b>Designated £</b>	<b>General £</b>	<b>31 March 2022 Total £</b>	<b>31 March 2021 Total £</b>
Repairs and maintenance	5,000	-	18,459	23,459	10,675
Lighting and heating	-	-	2,299	2,299	2,096
Rates	-	-	183	183	179
Insurance	-	-	1,498	1,498	1,265
Housekeeping and cleaning	-	-	4,682	4,682	4,484
Publicity and fundraising	-	-	350	350	257
Printing and stationery	-	-	228	228	375
Postage	-	-	75	75	126
General expenses	-	-	1,804	1,804	1,352
IT expenses	-	-	-	-	198
	-----	-----	-----	-----	-----
	5,000	-	29,578	34,578	21,007
	=====	=====	=====	=====	=====

## **BROMLEY AND ORPINGTON SAMARITANS**

### **Notes to the Accounts For the Year Ended 31 March 2022 (continued)**

#### **11. Analysis of Current Assets**

	<b>31 March 2022 Total £</b>	<b>31 March 2021 Total £</b>
Prepayments	2,111	1,864
Cash at bank	60,236	82,105
	<hr/>	<hr/>
	62,347	83,969
	=====	=====

All prepayments relate to unrestricted funds in both 2022 and 2021.

Cash at bank balances were as follows: unrestricted funds £23,360 (31 March 2021: £44,514); restricted funds re: prisons £10,013 (31 March 2021: £10,539); restricted fund re: Pears Foundation grant £nil (31 March 2021: £nil); Angela Denman Fund £26,863 (31 March 2021: £27,052).

#### **12. Analysis of Current Liabilities**

	<b>31 March 2022 Total £</b>	<b>31 March 2021 Total £</b>
Accrued charges	869	4,416
	=====	=====

All creditors in 2022 and 2021 relate to unrestricted funds.

# BROMLEY AND ORPINGTON SAMARITANS

## Notes to the Accounts For the Year Ended 31 March 2022 (continued)

### 13. Analysis of Charitable Funds

	31 March 2022		31 March 2021	
	£	£	£	£
Restricted funds –				
Prisoner Listener Scheme		10,013		10,539
Unrestricted funds –				
Designated –				
Prison scheme	2,187		2,366	
Building fund	-		252,771	
Transfer to General Fund	-		(255,137)	
	<hr/>		<hr/>	
	2,187		-	
General –				
Angela Denman fund	26,863		27,052	
General fund	45,507		(190,083)	
Transfer from Designated Fund	-		255,137	
	<hr/>		<hr/>	
	72,370		92,106	
	<hr/>		<hr/>	
		74,557		92,106
		<hr/>		<hr/>
		84,570		102,645
		=====		=====

### 14. Employees

There are no employees of the CIO.

### 15. Future Commitments

The trustees have no material future commitments as at 31 March 2022 other than those shown in the accounts.