

Samaritans of Wigan

Trustees Annual Report and
Unaudited Financial Statements

For the Year 1 April 2020 to 31 March 2021

Samaritans of Wigan

For the Year 1 April 2020 to 31 March 2021

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Samaritans of Wigan

Reference and Administrative Details

For the Year 1 April 2020 to 31 March 2021

The Trustees

Linda Kellie - Director

Barbara Ashby

Mark Jonathan Bridgeman

Mabel Cowan (resigned 2021)

Anthony Halsall (resigned 2021)

Paul Anthony Kelly

Elizabeth Ann Roberts

Jessica Robinson (resigned 2021)

Ann Marie Sandelands (appointed 2021)

Charity number:

1170589

Registered Office:

73 Dicconson Street

Wigan

WN1 2AT

Independent Examiner

M H C Lunt BCom MCom FCA

Chartered Accountant

Ashburn, Woodhart Lane, Eccleston

Chorley, Lancashire PR7 5TB

Honorary Legal Adviser

P Leppard BA, MA, BPTC

40 Newton Road, Billinge, Wigan, WN5 7LA

Bankers

Santander

Bootle

Merseyside

L30 4GB

Lloyds TSB Bank Plc,

7 Carter St,

Uttoxeter,

Staffordshire

ST14 8HD

Redwood Bank Limited

The Nexus Building,

Broadway,

Letchworth Garden City,

SG6 3TA

Samaritans of Wigan
Trustees Annual Report
For 1 April 2020 to 31 March 2021

The trustees present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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 (FRS 102) (effective 1 January 2019).

Objectives and Activities

The objects of the charity are:

- 1) to enable persons in Wigan 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;
- 2) 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
- 3) to collaborate with and support Samaritans Central Charity and its affiliated branches in fulfilling these objects.

Callers contact Samaritans in a variety of ways and volunteers at Wigan branch deal with communications by telephone and email. Face to face callers are welcomed into the branch when possible. Calls made by telephone to the national number can be received at any one of over 200 branches.

The trustees have complied with the duty set out in Section 4 of the Charities Act 2011 and in planning their activities have paid due regard to public benefit guidance published by the Charity Commission.

Achievements and Performance

Before you begin to read this annual report, I feel it prudent to remind you that it pertains to the year end March 2021.

Volunteer profile

At the start of the reporting period the branch had circa 60 volunteers. The number of active volunteers throughout this period has fluctuated greatly due to the Covid-19 pandemic which continued throughout the year. At one point we had only 24 active volunteers. Support volunteers were unable to continue to support the branch due to shop closure. We had only four volunteers who resigned from the branch, throughout the reporting period.

Volunteer Support

During the reporting period regular zoom socials have been hosted by the Deputy Director for Volunteer support. Open to all Branch volunteers regardless of their status throughout. These have been held every couple of weeks, the socials have given volunteers a chance to catch up with each other and have been popular with a small number of volunteers. All Volunteers have receive contact on a monthly basis in order to check on their well-being and offer support where indicated. The Deputy Director has attended Regional Volunteer Deputy meetings in order to share good practice.

Recruitment

During the reporting period 173 applications were received to become Listening Volunteers and 4 as Support Volunteers. Unfortunately, due to covid restrictions we were unable to offer any interviews during this period, additionally training was not available for new Potential Volunteers until the previous training group were able to complete their training.

All Potential Volunteers were contacted on receipt of their applications and provided with branch information. Throughout various lockdowns they were regularly emailed to update them on the current situation and to thank them for their patience. A Zoom licence was purchased in preparation for remote interviews reliant on recommencement of training.

Training

In March 2020, Wigan Samaritans embarked on a new journey with 9 New Samaritans. It would be the first time we implemented Core Development. A massive change to how we had previously delivered training. 5 online sessions that the New Sams did at home and 5 session that were completed in a group. We managed to get 2 of the face-to-face session done before all training was suspended due to a worldwide pandemic. Covid arrived and training stopped.

Central Office worked hard to rewrite the modules to account for a different world and all sessions became available online and could be delivered over webinars. We first had to teach ourselves and were supported in this by the Lancaster Branch who shared their knowledge with us, and we were able to get the 5 remaining Volunteers from the original 9 through to the end of a long process. We learnt a lot from that initial cohort and have been able to use our new knowledge to prepare another group who are currently in the mentoring stage. We have relied on a larger pool of volunteers who have come forward to offer valuable skills practice and been buddies to New Samaritans. It has been good to see the branch pull together in a difficult time. The current number of active mentors stands at 15.

Ongoing Mentoring and Ongoing Training have not taken place due to the Pandemic.

Partnerships and Outreach

There has been no activity in this area due to the pandemic, the only exception being Her Majesty Prison Hindley. We were very fortunate through this difficult period to have a Branch Volunteer who took on the vacant role of Branch Prison Support Officer, with her management we were able to arrange telephone support on a weekly basis to existing Prison Listeners and also begin to plan for the next training programme on the lifting of restrictions.

Fundraising

Due to the pandemic like most businesses in the town the Samaritans charity shop has had periods of closure throughout the year.

We are in the process of discussing the potential of negotiating a new lease with the landlord which will ascertain if it is feasible to take on a short lease while we are in these uncertain times.

The shop has seen reduced footfall due to the reconfiguration of the town centre, and the impact of Covid 19 in March, and finished the year with a large deficit.

Due to the pandemic, there has been reduced opportunity to actively fundraise by Branch Volunteers, however a variety of virtual events have taken place, including, but not exclusively, a Christmas Choir, Scarecrow trail, and quizzes additionally a calendar has been produced of lockdown pictures of Wigan all proceeds donated to the branch.

Finance

Our financial statements show an end of year surplus. We are grateful to have received several donations. For full detail please see pages 8 to 12

Quality Assurance/Safeguarding

In order to ensure compliance with safeguarding policies and Covid 19 guidelines, the Branch has been slightly reconfigured ensuring that listeners are working within an open environment.

We remain compliant with our operating framework. Our Trustees and Honorary Advisors, both legal and financial, continue to ensure good governance.

Our Disclosure and Barring process continues to be actively managed to ensure compliance.

Publicity

Due to the pandemic, there has been no activity in this area.

Branch Technology

A new IT system has been introduced across Samaritans; this has made a considerable improvement for consistent delivery of service to our callers

Health and Safety

We have remained compliant with all requirements in this area

Conclusion

To conclude, the Branch has worked hard to remain open throughout, and offer a first-class service, albeit on a reduced rota.

I would like to thank all volunteers for their continued loyalty, however a special thank you to those who have come into the Branch in order to continue to actively listen to callers during this very difficult period.

Financial Review

The Statements of Financial Activities and Financial Position, together with the notes, for the year ended 31 March 2021 are given on pages 8 to 12.

The finances of 'Samaritans of Wigan' (the 'Charity') are administered by the Branch Leadership Team, which includes the trustees of the Charity.

The financial statements in this report are for the year ended 31st March 2021.

The net income for 2021 was £12,267, but this requires some explanation (2020 deficit £7,800).

The coronavirus (covid 19) pandemic has had a major impact on people's lives and their finances. This has affected The Samaritans by increasing the number of phone calls and the cash flow. With regards to the Wigan Branch, there have been two significant effects on income. First, central and local government have made grants available for those sectors forced to close their businesses under government regulations. This applied to the retail sector, and because the Branch had a charity shop, Wigan Samaritans were eligible for grants totalling £20,669. Second, the branch was successful in bidding for a Pears Foundation / Department of Digital, Culture, Media and Sport (DCMS) grant, which was to help with additional expenditure due to covid 19 and to refurbish / expand facilities to cope with the extra demand on resources. The grant of £6,147 was received and spent in this financial year.

The government grant has affected the surplus for the year as follows. If there had been no pandemic, no government grants and the charity shop had traded as in 2020, then the surplus of £12,267 would have been a deficit of at least £2,266. This deficit would have increased due to additional expenditure which would normally be spent, for example conference expenditure and additional light and heat for the premises.

Income

Income from donations has increased for the second year in a row. The pandemic has hit many people and organisations financially, and it is gratifying that so many people and organisations value the work of the Samaritans and have given generously.

Fundraising net income has decreased, as would be expected, since opportunities to raise funds have been adversely affected by the pandemic.

However, the income from the National Offender Management Service, which is a contract negotiated by the Samaritan Central Charity, has increased, based on the participation of the Branch in the scheme.

The Samaritans of Wigan rely exclusively on voluntary donations, fundraising and the charity shop – there is no direct central government funding.

Expenditure

Total expenditure, excluding the Pears Foundation / DCMS grant, has decreased, as might be expected, based on the impact of the pandemic on fixed and variable costs.

Volunteers give their money as well as time, as many do not claim the travel expenses to which they are entitled. The Branch was closed for part of the year, and so it would be expected that travel expenses would decrease, but the amount claimed was only £85 for the year.

The Branch pays a contribution to the Samaritans Central Charity for the services it provides.

The central Charity has recognised that individual branches need support and it has revised the contribution calculation this year to the advantage of branches. The contribution has reduced to £1,615 from £2,657 last year.

There are no salaries paid to any of the volunteers and trustees.

In the short term, say four years, any deficits can be met from the bank balance; in the longer term, this is not sustainable. The Branch Leadership Team plan to ensure that the Charity, on a year by year basis, can raise sufficient income to meet its expenditure.

The Charity seeks to maintain a level of reserves sufficient to allow it to maintain the infrastructure necessary for it to carry on its operations, to provide a buffer against variations in cash flow and to allow for such contingencies as might reasonably be expected to arise.

The coronavirus (covid 19) pandemic has continued after the year end. This will have an impact on fundraising and will necessitate extra costs in the year to 31 March 2022. However, in April 2021 the Charity received a further 'Retail, Hospitality and Leisure' grant because of the forced closure of the charity shop. In addition, the Branch was successful in a second bid to the Pears Foundation/ DCMS and the grant was received in June 2021.

Structure, Governance and Management

The governing body of the Samaritans Central Charity (SCC) is the Board of Trustees. There is a network of over 200 branches in the UK and the Republic of Ireland. Samaritans of Wigan ("the Charity") is an affiliated branch of SCC. The Charity is an incorporated organisation (CIO) and is managed by a Board of Trustees and a Branch Leadership Team, who are responsible for its general management.

The trustees who served during the year are shown on page 2.

The CIO is linked to a previous charity, 'The Samaritans of Wigan', (the old Charity) which became a dormant charity and its registered number is 1170589-1. The CIO is the trustee of the old Charity and this role is carried out by the Director of the Charity. As a linked charity, separate accounts for the old Charity will no longer be prepared.

Risk Management

The trustees have considered the principal risks to which the organisation is exposed and have developed strategies to mitigate the effects of these where possible.

Trustees Responsibility Statement

The trustees are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the charity. 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.

Samaritans of Wigan
Statement of Financial Activities
Period 1st April 2020 to 31 March 2021

	<u>Unrestricted</u> <u>Fund</u> £	<u>Restricted</u> <u>Fund</u> £	<u>2021</u> <u>Total</u> <u>Funds</u> £	<u>2020</u> <u>Total</u> <u>Funds</u> £
INCOME				
<u>Voluntary Income</u>				
Donations	6,249	-	6,249	4,284
Government Retail Grants re Covid	20,669	-	20,669	-
Pears Foundation / DCMS Grant	-	6,147	6,147	-
Activities for Generating Funds				
Fundraising	1,626	-	1,626	2,770
National Offender Management Service Grant	2,426	-	2,426	1,314
Charity shop surplus / (deficit) <i>note 2</i>	(5,876)	-	(5,876)	260
Interest received	581	-	581	229
TOTAL INCOME	<u>25,675</u>	<u>6,147</u>	<u>31,822</u>	<u>8,857</u>
EXPENDITURE				
Cost of Generating Funds				
Fundraising expenses	75	-	75	458
Charitable expenditure				
Publicity	-	-	-	229
Telephone	3,090	-	3,090	3,217
Conference ,training, recruitment	-	144	144	967
Travel expenses	85	-	85	848
Waste and water	676	-	676	505
Heat and light	2,772	-	2,772	2,356
Cleaning and household	751	812	1,563	1,392
Stationery and postage	587	-	587	422
Insurance	1,088	-	1,088	1,020
Repairs and renewals	1,755	5,191	6,946	1,212
Sundry	-	-	-	43
Branch affiliation fee to Samaritans	1,615	-	1,615	2,657
Professional and legal fees	-	-	-	220
Bank charges	86	-	86	94
Depreciation	828	-	828	1,017
TOTAL EXPENDITURE	<u>13,408</u>	<u>6,147</u>	<u>19,555</u>	<u>16,657</u>
Net income / (expenditure) for the year	12,267	-	12,267	(7,800)
Funds 1 April 2020	75,004	-	75,004	82,804
Funds 31 March 2021	<u>87,271</u>	<u>-</u>	<u>87,271</u>	<u>75,004</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes on pages 10 to 12 form part of these accounts.

Samaritans of Wigan
Statement of Financial Position
At 31 March 2021

	<u>notes</u>	<u>2021</u>	<u>2020</u>
		£	£
TANGIBLE FIXED ASSETS	<i>note 5</i>	30,623	31,451
CURRENT ASSETS			
Debtors		4,244	3,610
Bank - current account		6,865	4,508
Bank - deposit account		49,067	40,043
		<u>60,176</u>	<u>48,161</u>
CREDITORS : AMOUNTS FALLING DUE WITHIN ONE YEAR			
Contribution to Samaritans		(1,615)	(2,761)
Other creditors		(1,280)	(1,020)
Accruals		(633)	(827)
		<u>(3,528)</u>	<u>(4,608)</u>
NET CURRENT ASSETS		56,648	43,553
NET ASSETS		<u>87,271</u>	<u>75,004</u>
REPRESENTED BY			
RESERVES UNRESTRICTED			
General reserve	<i>note 7</i>	56,648	43,553
Capital reserve	<i>note 7</i>	30,623	31,451
		<u>87,271</u>	<u>75,004</u>

Approved by the Board of Trustees on 14 October 2021 and signed on its behalf by:

Director
L Kellie

Treasurer
E Roberts

The notes on pages 10 to 12 form part of these accounts.

Samaritans of Wigan
Notes to the Financial Statements
For the Year 1 April 2020 to 31 March 2021

1. Accounting Policies

Basis of preparing the financial statements

'The Samaritans of Wigan', a dormant charity with registration number, 1170589-1, is linked to 'Samaritans of Wigan' (the Charity). As a linked charity, separate accounts are not required although a summary of its assets and activities is set out in Note 9 below.

Accounting convention

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and this is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Costs of generating funds comprise the costs associated with attracting voluntary income.

Management and administration costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs linked to the strategic management of the charity.

Samaritans of Wigan
Notes to the Financial Statements
For the Year 1 April 2020 to 31 March 2021

1. Accounting Policies (continued)

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life. Minor additions costing less than £500 are not capitalised.

Long leasehold land	- nil, but subject to impairment test
Long leasehold property	- nil, based on high residual value, but subject to impairment test
Fixtures and fittings	- 15% on cost
Office equipment	- 25% on cost

As the long leasehold property is maintained in a state of repair such that its estimated residual value is not less than its original cost, the annual charge for depreciation is considered to be nil.

2 Shop Expenses

	<u>2021</u>	<u>2020</u>
	£	£
Receipts	721	7,315
Rent ,rates and water	5597	5,732
Telephone	264	382
Repairs amd renewals	408	71
Light and heat	139	423
Cleaning	77	-
Printing and stationery	-	30
Travel expenses	-	196
Other	112	221
Total expenses	6,597	7,055
Surplus / (deficit)	(5,876)	260

3 Trustees' Remuneration.

No remuneration was paid to any trustees in the year. (2020 nil).

4. Management and administration cost

There are no material management and administration costs.

Samaritans of Wigan
Notes to the Financial Statements
For the Year 1 April 2020 to 31 March 2021

5 Tangible Fixed Assets

	<u>Long</u> <u>Leasehold</u> <u>Property</u>	<u>Office</u> <u>Equipment</u> <u>Equipment</u>	<u>Furniture</u> <u>&</u> <u>Fittings</u>	<u>Total</u>
<u>Cost</u>	£	£		£
At 1 April 2020	29,400	1,132	4,891	35,423
Additions	-	-	-	-
At 31 March 2021	<u>29,400</u>	<u>1,132</u>	<u>4,891</u>	<u>35,423</u>
<u>Depreciation</u>				
At 1 April 2020		1,037	2,935	3,972
Charge for the year		<u>95</u>	<u>733</u>	<u>828</u>
At 31 March 2021		<u>1,132</u>	<u>3,668</u>	<u>4,800</u>
<u>Net Book Value</u>				
At 31 March 2021	<u>29,400</u>	-	<u>1,223</u>	<u>30,623</u>
At 31 March 2020	<u>29,400</u>	<u>95</u>	<u>1,956</u>	<u>31,451</u>

6 Debtors

Debtors are all payable within one year.

7 Unrestricted Reserves

	<u>General</u>	<u>Capital</u>	<u>Total</u>
	£	£	£
1 April 2020	43,553	31,451	75,004
Surplus/ (deficit) for the year	12,267	-	12,267
Depreciation transfer	828	(828)	-
At 31 March 2021	<u>56,648</u>	<u>30,623</u>	<u>87,271</u>

The capital reserve is a designated reserve set up to reflect the funds tied up in fixed assets.

8. Related parties

The charity is controlled by the trustees.

There were no related party transactions for the year ended 31 March 2021.

9 Linked Charity

‘The Samaritans of Wigan’, registration number 1170589-1, is a dormant charity linked to the Charity.

At 31 March 2021, the old Charity had assets of £20, represented by cash at bank. (2020 £20).

**Independent Examiner's Report to the
Trustees of Samaritans of Wigan on the
Unaudited Financial Statements for the Year 1 April 2020 to 31 March 2021**

Independent examiner's report to the trustees of Samaritans of Wigan.

I report to the charity trustees on my examination of the accounts of Samaritans of Wigan for the year ended 31 March 2021.

Responsibilities and basis of report.

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all 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 Trust 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.

Signature

Date: 14 October 2021

M H C Lunt BCom MCom FCA
Chartered Accountant

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Woodhart Lane
Ecclestone
Chorley
Lancashire
PR7 5TB