

# SAMARITANS OF BRACKNELL, WOKINGHAM, ASCOT AND DISTRICTS

England & Wales · Charity number 1170901

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2016-12-22

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Hope Cottage  
2 Mount Pleasant  
Bracknell  
Berkshire  
RG12 9AD

**Phone** 116 123

**Email** [bracknell.director@samaritans.org](mailto:bracknell.director@samaritans.org)

**Website** <http://www.samaritans.org/branches/samaritans-bracknell-wokingham-ascot-and-districts>

## Activities

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**Objects:** THE OBJECTS OF THE CHARITY ARE:1) TO ENABLE PERSONS IN BRACKNELL, WOKINGHAM, ASCOT AND DISTRICTS 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; AND3) TO COLLABORATE WITH AND SUPPORT SAMARITANS CENTRAL CHARITY AND ITS AFFILIATED BRANCHES IN FULFILLING THESE OBJECTS

**Activities:** To enable persons in Bracknell, Wokingham, Ascot, Districts and elsewhere who are experiencing feelings of despair, including those who may be at risk of suicide, to receive confidential emotional support 24/7 in order to improve their emotional health and to reduce the incidence of suicide. Promote better understanding of suicide in the wider society.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

## Geography

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- Bracknell Forest

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£47,464	£33,993	-	-
2024-03-31	£38,313	£28,260	-	-
2023-03-31	£30,680	£45,706	-	-
2022-03-31	£18,346	£15,539	-	-
2021-03-31	£47,472	£64,865	-	-

## Trustees

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Name	Role	Appointed
<b>Michael Songer</b>	Chair	2023-12-18
Cathrine Deborah Wratten		2022-12-21
James David Reid		2021-11-30
John David williams		2024-11-28
Lesley Monk		2024-02-08

## Linked charities

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- SAMARITANS OF BRACKNELL, WOKINGHAM, ASCOT AND DISTRICTS (1170901-1)

**SAMARITANS OF BRACKNELL, WOKINGHAM, ASCOT AND DISTRICTS**

England & Wales - Charity number 1170901

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# Accounts

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**SAMARITANS**

**Bracknell, Wokingham,  
Ascot & Districts**

**Annual Report and Financial Statements**

**For the year ended 31st March 2025**

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2025**

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**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2025**

**Trustees**

Director	Michael Songer
Trustee & Secretary	Lesley Monk
Trustee	James David Reid
Trustee	John David Williams (appointed 28 November 2024)
Trustee & Treasurer	Cathrine Deborah Wratten

**Principal Office**

Hope Cottage  
2 Mount Pleasant  
Bracknell  
Berkshire  
RG12 9AD

**Bankers**

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

**Independent Examiners**

Holy Brook Associates Ltd  
Curious Lounge, 1st Floor, Pinnacle Building,  
20 Tudor Rd  
Reading  
RG1 1NH

# Samaritans of Bracknell, Wokingham, Ascot & Districts

## Annual Report & Financial Statements

### For the Year Ended 31<sup>st</sup> March 2025

#### 1 Status and Administration

Samaritans of Bracknell, Wokingham, Ascot & Districts is a registered charity. The registered number is 1170901.

##### Trustees

The following persons acted as trustees during the accounting period.

##### **Name**

Director	Michael Songer	Ex officio from 18 December 2023
Trustee & Secretary	Lesley Monk	Appointed 8 February 2024
Trustee	James David Reid	Appointed 30 November 2021
Trustee	John David Williams	Co-opted 28 November 2024
Trustee & Treasurer	Cathrine Deborah Wratten	Appointed 21 December 2022

#### 2 Structure, governance and management

The charity, Samaritans of Bracknell, Wokingham, Ascot and Districts, is an affiliated branch of a national organisation called Samaritans, a company limited by guarantee and incorporated under the Companies Act 1948 on 11th April 1963, whose registered office is at The Upper Mill, Kingston Road, Ewell, Surrey, KT17 2AF.

The governing document of the charity is the Samaritan branch model constitution amended in December 2016 and adopted by the members on 14th June 2018.

Trustees are elected by members of the charity.

#### 3 Objects and Activities

The objects of the Charity are:

- To enable persons in Bracknell, Wokingham, Ascot and Districts 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 Objects.

Samaritans' vision is that fewer people die by suicide. We work to achieve this by making it our mission to alleviate emotional distress and reduce the incidence of suicidal feelings and suicidal behaviour.

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

#### 4. Achievements and performance

The branch received 20248 contacts during the year (2024 18,902). As usual three recruitment and training courses for new Samaritans were run. At the end of the year there were 110 listening volunteers (2024 109) and 12 support volunteers (2024 12).

The trustees met regularly through the year to oversee overall management and development of the charity. Regular financial reports are used to inform financial decisions including necessary building maintenance, the purchase of new equipment and to respond to other requests for funds, for example, for publicity materials and for training courses. It retains oversight of the charity's risks including financial, those related to ongoing delivery of the branch's Samaritans service, health and safety and data protection. Trustees also sit on the Branch Leadership Team together with the Deputy Branch Director and Deputy Directors with

## Samaritans of Bracknell, Wokingham, Ascot & Districts

### Annual Report & Financial Statements

#### For the Year Ended 31<sup>st</sup> March 2025

individual responsibility for: Volunteer Support; Recruitment and Selection; New Volunteer CORE Training, Ongoing training; Education and Events; Hub Liaison and Caller Support; Lead of Governance. Whilst financial resources are essential to run the charity, and in particular pay for the ongoing costs of running the branch premises, the branch has no paid staff. It is entirely reliant on the amazing team of volunteers who deliver the listening service and do all the other tasks involved in running the branch including fundraising, looking after the branch premises and all of the branch infrastructure. Without the contribution of these dedicated volunteers the service would not exist, and the trustees are indebted to each and every one of them.

The Samaritans run and the theatre event that were restarted in 2023 went from strength to strength in 2024. The trustees are, once more exceptionally grateful to personal, business and charity donors to our branch. Particular thanks are due to sponsors of the run including Nirvana Spa, Afton Chemicals, Easthampstead Rotary, Good Course Limited, Papercut, and to Wokingham Theatre for the theatre event and Huntswood who generously donated £12,500 restricted funds for the Hope Cottage refurbishment project. Easthampstead Rotary Fireworks also donated £5,500 which will also be used on the Hope Cottage refurbishment project.

The strong financial position evidenced in these accounts is expected to be enhanced and maintained in the year ahead albeit reserves will be reduced by the remaining expenditure on the premises refurbishment project.

Working with businesses in the communities we serve continues to support the sustainability of the branch's financial health with continued resource sharing arrangements with local organisations saving the expense of room hire.

The branch will also take opportunities to work with local businesses who can provide opportunities to their employees to support a local charity, whilst for the branch minimising the need to pay for basic maintenance work. These activities also help to raise awareness of Samaritans in the community.

Within this accounting year the Hope Cottage Refurbishment Project was instigated and commenced. The Trustees and Directorate approved a detailed plan for improvements to each area of the branch internally, the purpose of which was to update the property generally, but specifically to create a larger and more functional Operations room, more space in the Training room, a specific store room, and two Interview/ breakout rooms.

The new Operations room was opened shortly after the end of the financial year in May 2025, with a new third line/ workstation, that will create many opportunities for the branch.

The Trustees approved a detailed financial budget for this project, and as a result of strong financial and project management, the project is projected with confidence to be delivered to time and budget in Summer 2025.

We complete the financial period in a positive position and with a strong focus on financial sustainability going forward.

#### 5. Financial Review

- a) **Unrestricted Funds:** Details of the breakdown of expenditure are given in the accounts. All of the funds have been applied for the purpose of the day to day running of a Samaritans branch. The main sources of income are the fundraising events, grants, donations, collections and various initiatives by the volunteers. The fund stands at £99,178 including £50,000 which is designated to be used on the property maintenance and improvement plan.
- b) **Restricted fund:** £12,500 restricted to Hope Cottage refurbishment project. This has been fully utilised in the new financial year 2025-6.

## Samaritans of Bracknell, Wokingham, Ascot & Districts

### Annual Report & Financial Statements

#### For the Year Ended 31<sup>st</sup> March 2025

- c) **Designated funds:** At the beginning of the financial year the branch held £5,017 funds designated for the premises refurbishment project. £4,750 was spent during the year and the £267 balance has been utilised in the new financial year 2025-6.
- d) **Availability of funds:** Apart from the Premises Capital Reserve, which is held in the form of freehold property revalued at £225,000 at the end of 2000, all other funds are held in cash or cash equivalents. The trustees consider that the charity has sufficient funds to carry out its objectives.
- e) **Policy on reserves:** In setting the reserves policy, the Trustees consider the need to provide against any future income shortfall, fulfil working capital requirements and allow funds to be available to support the branch property maintenance and improvement plan. This is balanced against the need to spend reserves now to deliver services to meet beneficiary needs.

As at 31 March 2025, the total funds held by the branch amounted to £111.7 thousand including £12.5 thousand restricted. Within this £30 thousand is earmarked for completion of the premises refurbishment project.

The trustees reserves policy is to maintain 18 to 24 months expenditure in reserves plus an additional designated fund for property maintenance and improvement. The central Samaritans charity is currently undertaking a strategic review of the way services are delivered across the UK. This may entail consolidation of the number of branches. In order to maximise flexibility to respond to recommendations from the strategy review the trustees have decided to increase the property maintenance and improvement plan fund to £60 thousand (2024 £50 thousand) including £30 thousand spent in 2025 on delivering the balance of the 2024-25 refurbishment plan. This leaves free reserves of £51.7 thousand (2023-24 £48.2 thousand).

The free reserves, as at 31<sup>st</sup> March 2025, of £51.7 thousand equate to 21 months expenditure.

The reserves policy will continue to be reviewed on at least an annual basis.

## 6. Trustees Responsibilities

The charity's trustees are responsible for preparing a receipts and payments account and a statement of assets and liabilities for each financial year that properly present the charity's receipts and payments during the year and its assets and liabilities at the end of the year. In preparing those statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements that are reasonable and prudent
- 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 which enable them to ensure that the receipts and payments account and statement of assets and liabilities comply with the Charities Act 2011. 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 on behalf of the Trustees on 14 August 2025

Michael Songer

Samaritans of Bracknell, Wokingham, Ascot & Districts

Annual Report & Financial Statements

For the Year Ended 31<sup>st</sup> March 2025



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Independent examiner's report  
on the accounts

Section A Independent Examiner's Report

Report to the trustees/  
members of Samaritans of Bracknell, Wokingham, Ascot & Districts

On accounts for the year ended 31<sup>st</sup> March 2025 Charity no 1170901

Set out on pages 1-2

**Respective responsibilities of trustees and examiner** The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement** My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 statement below.

**Independent examiner's statement** In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 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.

Signed:  Date: 4<sup>th</sup> September 2025

Name: Rachel Eden

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2025**

<b>Relevant professional qualification(s) or body</b>	FCMA (Fellow of the Chartered Institute of Management Accountants)
<b>Address:</b>	Holy Brook Associates, Curious Lounge, 1st Floor, Pinnacle Building,
	Tudor Road, Reading, England,
	RG1 1NH

<b>Section B</b>	<b>Disclosure</b>
	NONE

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2025**

**Receipts & Payments account to 31 March 2025**

<b>Receipts</b>	<b>31/3/2025</b>			<b>Total</b>	<b>Year to 31/3/2024</b>
	<b>Unrestricted</b>	<b>Designated</b>	<b>Restricted</b>		
	£	£	£	£	£
Donations	10,479			10,479	22,798
Collections	225			225	985
Donation building refurbishment			12,500	12,500	
<i>Fundraising activities</i>					
Samaritans Run	9,376			9,376	10,782
Samaritans Run Sponsorship	8,721			8,721	
Wokingham Theatre	3,208			3,208	2,319
<i>Other</i>					
Other	43			43	196
Interest	2,912			2,912	1,232
<b>Total Receipts</b>	<b>34,964</b>	<b>-</b>	<b>12,500</b>	<b>47,464</b>	<b>38,313</b>

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2025**

	31/3/2025			Total	Year to 31/3/2024
	Unrestricted	Designated	Restricted		
<b>Payments</b>	£	£	£	£	£
<i>Raising Funds</i>					
Samaritans Run Expenses	3,313			3,313	3,112
Theatre Costs	250			250	250
General fundraising	369			369	111
<i>Raising Funds</i>	<u>3,932</u>	-		<u>3,932</u>	<u>3,473</u>
<i>Charitable Activities</i>					
Telephone & Internet	1,333			1,333	1,224
Meetings, training conventions	19			19	1,177
External Events	1,342			1,342	
Publicity	-			-	90
Centre expenses	1,161			1,161	982
<i>Charitable Activities</i>	<u>3,854</u>	-		<u>3,854</u>	<u>3,472</u>
<i>Management &amp; Administration costs</i>					
Water, Gas & Electricity	4,219			4,219	3,988
Building maintenance	1,469			1,469	6,468
Building refurbishment		4,750		4,750	
Furniture & Equipment	-			-	712
Travel Expenses	783			783	540
Insurance	1,110			1,110	1,120
Cleaning	2,329			2,329	1,514
Contribution to Central Charity	10,438			10,438	6,319
Bank charges & transaction fees	352			352	534
Independent Examiner fees	360			360	
Other	398			398	121
<i>Management &amp; Administration costs</i>	<u>21,457</u>	<u>4,750</u>	-	<u>26,207</u>	<u>21,315</u>
<b>Total Payments</b>	<u>29,243</u>	<u>4,750</u>	-	<u>33,993</u>	<u>28,260</u>
<b>Surplus/(Deficit) for the year</b>	<u>5,721</u>	<u>(4,750)</u>	<u>12,500</u>	<u>13,471</u>	<u>10,053</u>

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2025**

	31/3/2025				Year to
	Unrestricted	Designated	Restricted	Total	31/3/2024
<b>Bank Balances</b>	£	£	£	£	£
Current	1,294			1,294	995
Deposit	12,223	0	12,500	24,723	30,271
Notice deposit accounts	37,860	47,500		85,360	66,703
Cash in Hand	300			300	238
	51,678	47,500	12,500	111,678	98,207

<b>Reserves Movement</b>	31/3/2025				31/3/2024
	Unrestricted	Designated	Restricted	Total	
	£	£	£	£	£
Opening reserves	58,207	40,000		98,207	88,155
Surplus/(Deficit) for the year	5,721	(4,750)	12,500	13,471	10,053
Movements between funds	(12,250)	12,250		-	
Reserves at end of period	51,678	47,500	12,500	111,678	98,207

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2025**

**Statement of Assets & Liabilities as at 31 March 2025**

	<b>31/3/2025</b>	<b>31/3/2024</b>
	<b>£</b>	<b>£</b>
Fixed Asset		
Freehold Property	225,000	225,000
Current Assets		
Cash & bank	111,678	98,207
Total Assets	<u>336,678</u>	<u>323,207</u>
Represented by:		
Unrestricted funds	51,678	98,207
Designated funds	47,500	-
Restricted fund	12,500	
Property revaluation	<u>225,000</u>	<u>225,000</u>
	<u>336,678</u>	<u>323,207</u>
	-	-

Approved by the Trustees on 14 August 2025 and signed on their behalf by:

Cathrine Wratten  
Trustee & Treasurer

Michael Songer  
Trustee & Director

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2025**

**Notes to the Financial Statements**

1. The financial statements are prepared on a Receipts and Payments basis. The financial statements have been prepared in accordance with those aspects of the SORP: Accounting and Reporting by Charities 2005, and other accounting standards, which apply to accounts following a Receipts and Payments format.
2. Voluntary income relating to donations, grants and legacies is included when received.
3. Gift Aid and covenanted income received excludes the associated tax repayment due to the charity. The tax repayment is shown in the year in which it is received.
4. Equipment expenditure is written off as incurred during the year.
5. Freehold premises were re-valued at £225 thousand on 20th December 2000. Subsequent expenditure has been written off as incurred. In accordance with the constitution, title to the branch premises is registered in the name of The Samaritans (Company Registration Number 757372).
6. Reserves as at 31 March 2025 include £47,500 designated to the Hope Cottage property maintenance and improvement fund. During the year Huntswood generously undertook fundraising towards the costs of the Hope Cottage refurbishment project and a generous donation of £12,500 was received the use of which is restricted to this project.

**SAMARITANS OF BRACKNELL, WOKINGHAM, ASCOT AND DISTRICTS**

England & Wales - Charity number 1170901

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# Accounts

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**SAMARITANS**

**Bracknell, Wokingham,  
Ascot & Districts**

**Annual Report and Financial Statements**

**For the year ended 31st March 2024**

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2024**

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**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2024**

**Trustees**

Director	Michael Songer
Trustee & Secretary	Lesley Monk
Trustee	James David Reid
Trustee & Treasurer	Cathrine Deborah Wratten

**Principal Office**

Hope Cottage  
2 Mount Pleasant  
Bracknell  
Berkshire  
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**Bankers**

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**Independent Examiners**

Holy Brook Associates Ltd  
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RG1 1NH

# Samaritans of Bracknell, Wokingham, Ascot & Districts

## Annual Report & Financial Statements

### For the Year Ended 31<sup>st</sup> March 2024

#### 1 Status and Administration

Samaritans of Bracknell, Wokingham, Ascot & Districts is a registered charity. The registered number is 1170901.

##### Trustees

The following persons acted as trustees during the accounting period.

##### **Name**

Director	Barbara Ann Denyer	Retired 18 December 2023
Director	Michael Songer	Ex officio from 18 December 2023
Trustee & Secretary	Katherine Veronica Parsons	Retired 30 November 2023
Trustee & Secretary	Lesley Monk	Co-opted 8 February 2024
Trustee	James David Reid	Appointed 30 November 2021
Trustee	John David Williams	Retired 30 November 2023
Trustee & Treasurer	Cathrine Deborah Wratten	Appointed 21 December 2022

#### 2 Structure, governance and management

The charity, Samaritans of Bracknell, Wokingham, Ascot and Districts, is an affiliated branch of a national organisation called Samaritans, a company limited by guarantee and incorporated under the Companies Act 1948 on 11th April 1963, whose registered office is at The Upper Mill, Kingston Road, Ewell, Surrey, KT17 2AF.

The governing document of the charity is the Samaritan branch model constitution amended in December 2016 and adopted by the members on 14th June 2018.

Trustees are elected by members of the charity.

#### 3 Objects and Activities

The objects of the Charity are:

- To enable persons in Bracknell, Wokingham, Ascot and Districts 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 Objects.

Samaritans' vision is that fewer people die by suicide. We work to achieve this by making it our mission to alleviate emotional distress and reduce the incidence of suicidal feelings and suicidal behaviour.

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

#### 4. Achievements and performance

The branch received 18,902 contacts during the year (2023 15,561). As usual three recruitment and training courses for new Samaritans were run. At the end of the year there were 109 listening volunteers (2023 76) and 12 support volunteers (2023 27).

The trustees met regularly through the year to oversee overall management and development of the charity. Regular financial reports are used to inform financial decisions including necessary building maintenance, the purchase of new equipment and to respond to other requests for funds, for example, for publicity materials and for training courses. It retains

## Samaritans of Bracknell, Wokingham, Ascot & Districts

### Annual Report & Financial Statements

#### For the Year Ended 31<sup>st</sup> March 2024

oversight of the charity's risks including financial, those related to ongoing delivery of the branch's Samaritans service, health and safety and data protection. Trustees also sit on the Branch Leadership Team together with the Deputy Branch Director and Deputy Directors with individual responsibility for: Volunteer Support; Recruitment and Selection; New Volunteer Training, Ongoing training; Education and Events; Hub Liaison and Caller Support; IT; Lead of Governance.

Whilst financial resources are essential to run the charity, and in particular pay for the ongoing costs of running the branch premises, the branch has no paid staff. It is entirely reliant on the amazing team of volunteers who deliver the listening service and do all the other tasks involved in running the branch including fundraising, looking after the branch premises and all of the branch infrastructure. Without the contribution of these dedicated volunteers the service would not exist and the trustees are indebted to each and every one of them.

In 2023 we were able to restart our normal fundraising events that were stopped during the pandemic. In particular the Samaritans run was restarted, although it was a smaller event than in previous years, and we also restarted the annual theatre event. We were again very grateful for generous sponsorship and donations from some of our highly valued external partners together with a donation of £13.4 thousand from BFC recycling scheme. As in previous years, the trustees are exceptionally grateful to personal, business and charity donors to our branch.

The strong financial position evidenced in these accounts is expected to be enhanced and maintained in the year ahead. The branch has been able to be more proactive in 2024 in its fundraising activity, evidenced by the commitments made in the first quarter of 2024 for financial support for the successful Samaritans Run, which was held after the end of this accounting period.

Working with businesses in the communities we serve is supporting the sustainability of the branch's financial health. This has focussed not just on raising new funds, but also on developing resource sharing arrangements with local organisations which create financial savings for us; for example, the use of corporate conference facilities free of charge.

The branch will also take opportunities to work with local businesses who can provide opportunities to their employees to support a local charity, whilst for the branch minimising the need to pay for basic maintenance work. These activities also help to raise awareness of Samaritans in the community.

We complete the financial period in a positive position and with a strong focus on financial sustainability going forward

#### 5. Financial Review

- a) **Unrestricted Funds:** Details of the breakdown of expenditure are given in the accounts. All of the funds have been applied for the purpose of the day to day running of a Samaritans branch. The main sources of income are the fundraising events, grants, donations, collections and various initiatives by the volunteers. The fund stands at £98,207 including £50,000 which is designated to be used on the property maintenance and improvement plan.
- b) **Restricted fund:** Nil
- c) **Availability of funds:** Apart from the Premises Capital Reserve, which is held in the form of freehold property revalued at £225,000 at the end of 2000, all other funds are held in cash or cash equivalents. The trustees consider that the charity has sufficient funds to carry out its objectives.
- d) **Policy on reserves:** In setting the reserves policy, the Trustees consider the need to provide against any future income shortfall, fulfil working capital requirements and allow funds to be available to support the branch property maintenance and improvement plan.

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2024**

This is balanced against the need to spend reserves now to deliver services to meet beneficiary needs.

As at 31 March 2024, the total funds held by the branch amounted to £98.2 thousand. All of these funds are unrestricted. Within unrestricted funds there is a designated fund for property maintenance and improvement plan amounting to £50 thousand and free reserves of £48.2 thousand.

The 2024-25 property plan includes a major reconfiguration of the ground floor of our office to expand our operations room (to enable growth of the service) and improve the operations room facilities. It is expected that this will utilise the majority of the £50 thousand designated fund. Since the office is an old Victorian cottage the trustees consider it appropriate to retain any balance (and if the balance falls below £20 thousand seek to build it back up to £20 thousand over time) as a contingency against future major remedial costs e.g. roof work.

The free reserves, as at 31<sup>st</sup> March 2024, of £48.2 thousand equate to 20 months expenditure; this falls in the target range for free reserves set by the trustees of between eighteen and twenty four months of general expenditure (range £42 thousand to £57 thousand).

The reserves policy will continue to be reviewed on at least an annual basis.

**6. Trustees Responsibilities**

The charity's trustees are responsible for preparing a receipts and payments account and a statement of assets and liabilities for each financial year that properly present the charity's receipts and payments during the year and its assets and liabilities at the end of the year. In preparing those statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements that are reasonable and prudent
- 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 which enable them to ensure that the receipts and payments account and statement of assets and liabilities comply with the Charities Act 2011. 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 on behalf of the Trustees on 28 September 2024

Michael Songer  
Trustee

Samaritans of Bracknell, Wokingham, Ascot & Districts

Annual Report & Financial Statements

For the Year Ended 31<sup>st</sup> March 2024



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

**Independent examiner's report  
on the accounts**

**Section A Independent Examiner's Report**

<b>Report to the trustees/ members of</b>	Samaritans of Bracknell, Wokingham, Ascot & Districts		
<b>On accounts for the year ended</b>	31 <sup>st</sup> March 2024	<b>Charity no</b>	1170901
<b>Set out on pages</b>	1-2		

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 statement below.

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2024**

**Independent  
examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 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.

**Signed:**  **Date:** 30<sup>th</sup> September 2024

**Name:** Rachel Eden

**Relevant professional qualification(s) or body** FCMA (Fellow of the Chartered Institute of Management Accountants)

**Address:** Holy Brook Associates, Curious Lounge, 1st Floor, Pinnacle Building,  
Tudor Road, Reading, England,  
RG1 1NH

**Section B Disclosure**

NONE

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2024**

**Receipts & Payments account**

Receipts	31/3/2024			Year to
	Unrestricted	Designated	Total	31/3/2023
	£	£	£	£
Donations	22,798		22,798	13,749
Collections	985		985	115
<i>Fundraising activities</i>				
Samaritans Run	10,782		10,782	13,245
Wokingham Theatre		2,319	2,319	2,948
<i>Other</i>				
Other	196		196	97
Interest	1,232		1,232	527
Total Receipts	<u>35,994</u>	<u>2,319</u>	<u>38,313</u>	<u>30,680</u>

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2024**

**Payments**

	31/3/2024		Total	Year to
	Unrestricted	Designated		31/3/2023
	£	£	£	£
<i>Raising Funds</i>				
Sams Run Expenses	3,112		3,112	7,983
Theatre Costs		250	250	250
General fundraising	111		111	
<i>Raising Funds</i>	<u>3,223</u>	<u>250</u>	<u>3,473</u>	<u>8,233</u>
<i>Charitable Activities</i>				
Telephone & Internet	1,224		1,224	1,132
Meetings, training conventions	1,177		1,177	1,793
Publicity	90		90	530
Centre expenses	854		854	807
<i>Charitable Activities</i>	<u>3,345</u>	<u>-</u>	<u>3,345</u>	<u>4,262</u>
<i>Management &amp; Administration costs</i>				
Water, Gas & Electricity	3,988		3,988	3,988
Building maintenance	6,468		6,468	2,043
Furniture & Equipment	712		712	333
Printing and Stationery	128		128	1,087
Travel Expenses	540		540	500
Insurance	1,120		1,120	1,099
Cleaning	1,514		1,514	1,751
Contribution to Central Charity	6,319		6,319	20,891
Bank charges & transaction fees	534		534	92
Other	121		121	1,427
<i>Management &amp; Administration costs</i>	<u>21,443</u>	<u>-</u>	<u>21,443</u>	<u>33,210</u>
<b>Total Payments</b>	<u>28,010</u>	<u>250</u>	<u>28,260</u>	<u>45,706</u>
<b>Surplus/(Deficit) for the year</b>	<u>7,983</u>	<u>2,069</u>	<u>10,053</u>	<u>(15,025)</u>

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2024**

<b>Reserves Movement</b>	<b>31/3/2024</b>			<b>Year to 31/3/2023</b>
	<b>Unrestricted</b>	<b>Designated</b>	<b>Total</b>	
	£	£	£	£
Opening reserves	85,207	2,948	88,155	103,180
Surplus/(Deficit) for the year	7,983	2,069	10,052	(15,025)
Moved to designated	(44,983)	44,983	0	
Reserves at end of period	<u>48,207</u>	<u>50,000</u>	<u>98,207</u>	<u>88,155</u>

**Statement of Assets & Liabilities**

	<b>31/3/2024</b>	<b>31/3/2023</b>
	£	£
Fixed Asset		
Freehold Property	225,000	225,000
Current Assets		
Cash & bank	98,207	88,155
Total Assets	<u>323,207</u>	<u>313,155</u>
Represented by:		
Unrestricted funds	48,207	85,207
Designated fund	50,000	2,948
Property revaluation	<u>225,000</u>	<u>225,000</u>
	<u>323,207</u>	<u>313,155</u>

The attached notes form part of the financial statements.

The financial statements were approved on 8 August 2024

Cathrine Wratten  
Trustee & Treasurer

Michael Songer  
Trustee & Director

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2024**

**Notes to the Financial Statements**

1. The financial statements are prepared on a Receipts and Payments basis. The financial statements have been prepared in accordance with those aspects of the SORP: Accounting and Reporting by Charities 2005, and other accounting standards, which apply to accounts following a Receipts and Payments format.
2. Voluntary income relating to donations, grants and legacies is included when received.
3. Gift Aid and covenanted income received excludes the associated tax repayment due to the charity. The tax repayment is shown in the year in which it is received.
4. Equipment expenditure is written off as incurred during the year.
5. Freehold premises were re-valued at £225 thousand on 20th December 2000. Subsequent expenditure has been written off as incurred. In accordance with the constitution, title to the branch premises is registered in the name of The Samaritans (Company Registration Number 757372).

**SAMARITANS OF BRACKNELL, WOKINGHAM, ASCOT AND DISTRICTS**

England & Wales - Charity number 1170901

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# Accounts

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**SAMARITANS**

**Bracknell, Wokingham,  
Ascot & Districts**

**Annual Report and Financial Statements**

**For the year ended 31st March 2023**

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2023**

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**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2023**

**Trustees**

Mrs Barbara Ann Denyer

Mr Nicholas John Tuggey (Resigned 24 November 2022)

Mrs Katherine Veronica Parsons

Mr John David Williams

Mr James David Reid

Ms Cathrine Deborah Wratten (Appointed 21 December 2022)

**Principal Office**

Hope Cottage  
2 Mount Pleasant  
Bracknell  
Berkshire  
RG12 9AD

**Bankers**

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

**Independent Examiners**

Mr. M. T. Harrison  
1 Cheshire Park  
Warfield  
Bracknell  
RG42 3XA

# Samaritans of Bracknell, Wokingham, Ascot & Districts

## Annual Report & Financial Statements

For the Year Ended 31<sup>st</sup> March 2023

### 1 Status and Administration

Samaritans of Bracknell, Wokingham, Ascot & Districts is a registered charity. The registered number is 1170901.

#### Trustees

The following persons acted as trustees during the accounting period.

#### **Name**

Mr Nicholas John Tuggey (Resigned 24 November 2022)

Mr John David Williams

Mrs Katherine Veronica Parsons

Mrs Barbara Ann Denyer

Mr James David Reid

Ms Cathrine Deborah Wratten (21 December 2022)

### 2 Structure, governance and management

The charity, Samaritans of Bracknell, Wokingham, Ascot and Districts, is a branch of a national organisation called Samaritans, a company limited by guarantee and incorporated under the Companies Act 1948 on 11th April 1963, whose registered office is at The Upper Mill, Kingston Road, Ewell, Surrey, KT17 2AF.

The governing document of the charity is the Samaritan branch model constitution amended in December 2016 and adopted by the members on 14th June 2018.

Trustees are elected by members of the charity.

### 3 Objects and Activities

The objects of the charity, as set out in the constitution, are to work for the assistance of persons who are suicidal, despairing or in distress.

In order to further the above objectives, the charity provides a service primarily intended for the benefit of persons in Bracknell, Wokingham, Ascot and the 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 skills; and to support Samaritans (i.e. the national charity) and aid in the establishment and support of probationary branches and the support of recognised branches of Samaritans.

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

### 4. Achievements and performance

The branch received 16,606 contacts during the year that ended 31st Dec 22.

As usual three recruitment and training courses for new Samaritans were run and currently there are 92 listening volunteers and 15 support volunteers working together to provide emotional support by telephone for those callers who need it.

The branch leadership team met regularly through the year to agree on necessary maintenance of the building, and the purchase of new equipment. The team uses regular financial reports to inform these decisions and to respond to other requests for funds, for example, for publicity materials and for training courses.

After Covid restrictions lifted we were able to resume fundraising events, in the form of our Samaritan Run, supermarket tin collections, Wokingham Theatre event, which are all opportunities to raise funds and promote the work carried out by our volunteers. Our Samaritan Run had several corporate sponsors, which enabled us to cover some of the costs incurred.

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2023**

We have been able to raise the charity's profile in the local community by attending local schools and colleges. We joined volunteers in another branch, Reading to support our presence at a music festival.

**5. Financial Review**

- a) **Unrestricted Funds:** Details of the breakdown of expenditure are given in the accounts. All of the funds have been applied for the purpose of the day to day running of a Samaritans branch. The main sources of income are the fund raising events when permitted, grants, donations, collections and various initiatives by the volunteers. The fund stands at £88,154.
- b) **Designated fund:** This fund arose from fund raising Theatre evening. Funds will be allocated to branch improvements.
- c) **Availability of funds:** Apart from the Premises Capital Reserve, which is held in the form of freehold property revalued at £225,000 at the end of 2000, all other funds are held in cash or cash equivalents. The trustees consider that the charity has sufficient funds to carry out its objectives.
- d) **Policy on reserves:** All surplus funds are invested in bank accounts principally with the Charities Aid Foundation.

**6. Trustees Responsibilities**

The charity's trustees are responsible for preparing a receipts and payments account and a statement of assets and liabilities for each financial year that properly present the charity's receipts and payments during the year and its assets and liabilities at the end of the year. In preparing those statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements that are reasonable and prudent
- 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 which enable them to ensure that the receipts and payments account and statement of assets and liabilities comply with the Charities Act 2006. 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 on behalf of the Trustees on 29 November 2023

J D Williams  
Trustee

Mrs B A Denyer  
Trustee

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2023**

**Independent Examiner's Report to the Trustees of Samaritans of Bracknell, Wokingham, Ascot and Districts.**

I report on the accounts of the charity for the period end 31 March 2023 which are set out on the following pages.

**Respective responsibilities of trustee and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act: and
- State whether particular matters come to my attention

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes 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 statement below.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements:
  - To keep accounting records in accordance with section 130 of the 2011 Act: and
  - To prepare accounts which accord with the accounting recordshave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mike Harrison  
Independent examiner  
1 Cheshire Park,  
Warfield,  
Bracknell,  
Berkshire RG42 3XA  
Date:- 30 November 2023

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2023**

Receipts and Payments

Receipts	31/03/2023			31/03/2022
	Unrestricted	Designated	Total	
Donations	13,749		13,749	13,087
Collections	115		115	991
Henley Coral Society	-		-	
Grant from head office			-	
National Lottery			-	
Sams Run	13,245		13,245	3,750
Wokingham Theatre		2,948	2,948	345
Clothes sale			-	
Other	97		97	134
Interest	527		527	39
	27,732	2,948	30,680	18,346

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2023**

<b>Payments</b>					
Direct charitable expenditure					
Fund raising expenses	8,233		8,233		329
Telephone/Internet	1,132		1,132		1,129
Meetings and training	1,793		1,793		556
Domestic and welfare	807		807		147
Publicity	530		530		75
Printing and stationery	1,087		1,087		477
	<u>13,582</u>	<u>-</u>	<u>13,582</u>		<u>2,713</u>
Management and administration expenses					
Water, Gas and electricity	3,988		3,988		1,521
Building Maintenance	2,043		2,043		4,094
Travel Expenses	500		500		54
Cleaning	1,751		1,751		3,369
Insurance	1,099		1,099		968
Valauation fees	-		-		900
Furniture and equipment	333		333		438
BAD Contribution	20,891		20,891		913
Miscellaneous	1,427		1,427		473
Bank Charges	92		92		96
	<u>32,124</u>	<u>-</u>	<u>32,124</u>		<u>12,826</u>
<b>Total Payments</b>	<u>45,706</u>	<u>-</u>	<u>45,706</u>		<u>15,539</u>
Surplus (Deficit) for the year	(17,974)	2,948	(15,026)		2,807
Funds at 1 April 2022	103,180	-	103,180		100,373
Funds at 31 March 2023	<u>85,206</u>	<u>2,948</u>	<u>88,154</u>		<u>103,180</u>

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2023**

**Statement of Assets and Liabilities**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Fixed asset</b>		
Freehold property	225,000	225,000
<b>Cash Funds</b>		
Current and deposit accounts	88,154	103,180
	_____	_____
	313,154	328,180
	=====	=====
Represented by:		
<b>Funds</b>		
Unrestricted funds	85,206	103,180
Designated Funds	2,948	-
Property revaluation fund	225,000	225,000
	_____	_____
	313,154	328,180
	=====	=====

The attached notes form part of the financial statements.

The financial statements were approved on 29 November 2023

J D Williams

Trustee

Mrs B A Denyer

Trustee

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2023**

1. The financial statements are prepared on a Receipts and Payments basis. The financial statements have been prepared in accordance with those aspects of the SORP: Accounting and Reporting by Charities 2005, and other accounting standards, which apply to accounts following a Receipts and Payments format.
2. Voluntary income relating to donations, grants and legacies is included when received.
3. Freehold premises were re-valued at £225,000 on 20th December 2000. Subsequent expenditure has been written off as incurred. In accordance with the constitution, title to the branch premises is registered in the name of The Samaritans (Company Registration Number 757372).
4. Equipment expenditure is written off as incurred during the year.
5. Gift Aid and covenanted income received excludes the associated tax repayment due to the charity. The tax repayment is shown in the year in which it is received.

**SAMARITANS OF BRACKNELL, WOKINGHAM, ASCOT AND DISTRICTS**

England & Wales - Charity number 1170901

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# Accounts

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**SAMARITANS**

**Bracknell, Wokingham,  
Ascot & Districts**

**Annual Report and Financial Statements**

**For the year ended 31st March 2022**

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2022**

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**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2022**

**Trustees**

Mrs Barbara Ann Denyer  
Mr Nicholas John Tuggey  
Mrs Katherine Veronica Parsons  
Mr John David Williams  
Mr James David Reid

**Principal Office**

Hope Cottage  
2 Mount Pleasant  
Bracknell  
Berkshire  
RG12 9AD

**Bankers**

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

**Independent Examiners**

Mr. M. T. Harrison  
1 Cheshire Park  
Warfield  
Bracknell  
RG42 3XA

# Samaritans of Bracknell, Wokingham, Ascot & Districts

## Annual Report & Financial Statements

For the Year Ended 31<sup>st</sup> March 2022

### 1 Status and Administration

Samaritans of Bracknell, Wokingham, Ascot & Districts is a registered charity. The registered number is 1170901.

#### Trustees

The following persons acted as trustees during the accounting period.

#### **Name**

Mr Nicholas John Tuggey

Mr John David Williams

Mrs Katherine Veronica Parsons

Mrs Barbara Ann Denyer

Mr James David Reid (Appointed 30 November 2021)

### 2 Structure, governance and management

The charity, Samaritans of Bracknell, Wokingham, Ascot and Districts, is a branch of a national organisation called Samaritans, a company limited by guarantee and incorporated under the Companies Act 1948 on 11th April 1963, whose registered office is at The Upper Mill, Kingston Road, Ewell, Surrey, KT17 2AF.

The governing document of the charity is the Samaritan branch model constitution amended in December 2016 and adopted by the members on 14th June 2018.

Trustees are elected by members of the charity.

### 3 Objects and Activities

The objects of the charity, as set out in the constitution, are to work for the assistance of persons who are suicidal, despairing or in distress.

In order to further the above objectives, the charity provides a service primarily intended for the benefit of persons in Bracknell, Wokingham, Ascot and the 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 skills; and to support Samaritans (i.e. the national charity) and aid in the establishment and support of probationary branches and the support of recognised branches of Samaritans.

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

### 4. Achievements and performance

The branch received 15,561 contacts (by telephone, email, face to face and letter) during the year. As usual three recruitment and training courses for new Samaritans were run. At the end of the year there were 76 listening volunteers and 27 support volunteers.

The branch leadership team met regularly through the year to agree on necessary maintenance of the building, and the purchase of new equipment. The team uses regular financial reports to inform these decisions and to respond to other requests for funds, for example, for publicity materials and for training courses. It continually reviewed health and safety matters.

This year saw the early signs of a return to slightly more normal times but our key fund raising events were still severely restricted due to the pandemic.

## Samaritans of Bracknell, Wokingham, Ascot & Districts

### Annual Report & Financial Statements

#### For the Year Ended 31<sup>st</sup> March 2022

This continues to have a negative impact on our key fund raising events, such as the annual Samaritans Run and the Wokingham Theatre event, which are both opportunities to promote the work carried out by our volunteers as well as helping to raise the profile of the overall Samaritans service. So this has meant that once again we have fallen significantly short of our budgeted annual fund raising target of £25,000.

However, during the year, we were able to raise some funds thanks to the generosity of some highly valued external partners who have sensitively understood the difficulties that the pandemic has presented our charity .

We are hopeful that the continued easing of Covid restrictions will present us with an opportunity to return to our core activities over the next 12 months.

#### 5. Financial Review

- a) **Unrestricted Funds:** Details of the breakdown of expenditure are given in the accounts. All of the funds have been applied for the purpose of the day to day running of a Samaritans branch. The main sources of income are the fund raising events when permitted, grants, donations, collections and various initiatives by the volunteers. The fund stands at £97,300.
- b) **Restricted fund:** This is a grant from central office. The balance at the start of the year was £3,073 which has been expended during the year.
- c) **Availability of funds:** Apart from the Premises Capital Reserve, which is held in the form of freehold property revalued at £225,000 at the end of 2000, all other funds are held in cash or cash equivalents. The trustees consider that the charity has sufficient funds to carry out its objectives.
- d) **Policy on reserves:** All surplus funds are invested in bank accounts principally with the Charities Aid Foundation.

#### 6. Trustees Responsibilities

The charity's trustees are responsible for preparing a receipts and payments account and a statement of assets and liabilities for each financial year that properly present the charity's receipts and payments during the year and its assets and liabilities at the end of the year. In preparing those statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements that are reasonable and prudent
- 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 which enable them to ensure that the receipts and payments account and statement of assets and liabilities comply with the Charities Act 2006. 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 on behalf of the Trustees on 23rd November 2022

J D Williams  
Trustee

N J Tuggey  
Trustee

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2022**

**Independent Examiner's Report to the Trustees of Samaritans of Bracknell, Wokingham, Ascot and Districts.**

I report on the accounts of the charity for the period end 31 March 2022 which are set out on the following pages.

**Respective responsibilities of trustee and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act: and
- State whether particular matters come to my attention

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes 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 statement below.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements:
  - To keep accounting records in accordance with section 130 of the 2011 Act: and
  - To prepare accounts which accord with the accounting recordshave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....

Mike Harrison  
1 Cheshire Park,  
Warfield,  
Bracknell,  
Berkshire RG42 3XA  
Date:- 24 November 2022

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2022**

Receipts and Payments Account

Receipts	31/03/2022			31/03/2021
	Unrestricted	Restricted	Total	
Donations	13,087		13,087	16,894
Collections	991		991	121
Grant from head office	-	-	-	4,046
National Lottery	-	-	-	26,310
Sams Run	3,750		3,750	-
Wokingham Theatre	345		345	196
Other	134		134	82
Interest	39		39	94
	<u>18,346</u>	<u>-</u>	<u>18,346</u>	<u>47,743</u>
<b>Payments</b>				
Direct charitable expenditure				
Fund raising expenses	329		329	172
Telephone/Internet	1,129		1,129	1,061
Meetings and training	556		556	187
Domestic and welfare	147		147	237
Publicity	75		75	332
Printing and stationery	477		477	263
	<u>2,713</u>	<u>-</u>	<u>2,713</u>	<u>2,252</u>
Management and administration expenses				
Water, Gas and electricity	1,521		1,521	2,143
Building Maintenance	1,021	3,073	4,094	1,321
Travel Expenses	54		54	273
Cleaning	3,369		3,369	3,379
Insurance	968		968	893
Valuation fee	900		900	
Furniture and equipment	438		438	46,033
BAD Contribution	913		913	8,270
Miscellaneous	473		473	233
Bank Charges	96		96	69
	<u>9,753</u>	<u>3,073</u>	<u>12,826</u>	<u>62,614</u>
Total Payments	<u>12,466</u>	<u>3,073</u>	<u>15,539</u>	<u>64,866</u>
Surplus (Deficit) for the year	5,880	(3,073)	2,807	(17,123)
Funds at 1 April 2021	97,300	3,073	100,373	117,496
Funds at 31 March 2022	<u>103,180</u>	<u>-</u>	<u>103,180</u>	<u>100,373</u>

Samaritans of Bracknell, Wokingham, Ascot & Districts

Annual Report & Financial Statements

For the Year Ended 31<sup>st</sup> March 2022

Statement of Assets and Liabilities

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Fixed asset</b>		
Freehold property	225,000	225,000
 <b>Cash Funds</b>		
Current and deposit accounts	103,180	100,373
	_____	_____
	328,180	325,373
	=====	=====
 Represented by:		
 <b>Funds</b>		
Unrestricted funds	103,180	97,300
Restricted Funds	-	3,073
Property revaluation fund	225,000	225,000
	_____	_____
	328,180	325,373
	=====	=====

The attached notes form part of the financial statements.

The financial statements were approved on 23 November 2022

J D Williams

N J Tuggey

Trustee

Trustee

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2022**

1. The financial statements are prepared on a Receipts and Payments basis. The financial statements have been prepared in accordance with those aspects of the SORP: Accounting and Reporting by Charities 2005, and other accounting standards, which apply to accounts following a Receipts and Payments format.
2. Voluntary income relating to donations, grants and legacies is included when received.
3. Freehold premises were re-valued at £225,000 on 20th December 2000. Subsequent expenditure has been written off as incurred. In accordance with the constitution, title to the branch premises is registered in the name of The Samaritans (Company Registration Number 757372).
4. Equipment expenditure is written off as incurred during the year.
5. Gift Aid and covenanted income received excludes the associated tax repayment due to the charity. The tax repayment is shown in the year in which it is received.

**SAMARITANS OF BRACKNELL, WOKINGHAM, ASCOT AND DISTRICTS**

England & Wales - Charity number 1170901

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# Accounts

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**SAMARITANS**

**Bracknell, Wokingham,  
Ascot & Districts**

**Annual Report and Financial Statements**

**For the year ended 31st March 2021**

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2021**

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**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2021**

**Trustees**

Mrs Barbara Ann Denyer  
Mr Nicholas John Tuggey  
Mrs Katherine Veronica Parsons  
Mr John David Williams

**Principal Office**

Hope Cottage  
2 Mount Pleasant  
Bracknell  
Berkshire  
RG12 9AD

**Bankers**

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

**Independent Examiners**

Mr. M. T. Harrison  
1 Cheshire Park  
Warfield  
Bracknell  
RG42 3XA

# Samaritans of Bracknell, Wokingham, Ascot & Districts

## Annual Report & Financial Statements

For the Year Ended 31<sup>st</sup> March 2021

### 1 Status and Administration

Samaritans of Bracknell, Wokingham, Ascot & Districts is a registered charity. The registered number is 1170901.

#### Trustees

The following persons acted as trustees during the accounting period.

#### **Name**

Mrs Glynis Norman (Resigned 8 October 2020)

Mr Nicholas John Tuggey

Mr Lewis Gent (Resigned 8 October 2020)

Mr John David Williams

Dr Christopher Ian Lindsay (Resigned 15 March 2021)

Mrs Katherine Veronica Parsons (Appointed 8<sup>th</sup> October 2020)

Mrs Barbara Ann Denyer (Appointed 15 March 2021)

Nr Nick Allen Memmott (Appointed 8 October 2020 Resigned 23 November 2021)

### 2 Structure, governance and management

The charity, Samaritans of Bracknell, Wokingham, Ascot and Districts, is a branch of a national organisation called Samaritans, a company limited by guarantee and incorporated under the Companies Act 1948 on 11th April 1963, whose registered office is at The Upper Mill, Kingston Road, Ewell, Surrey, KT17 2AF.

The governing document of the charity is the Samaritan branch model constitution amended in December 2016 and adopted by the members on 14th June 2018.

Trustees are elected by members of the charity.

### 3 Objects and Activities

The objects of the charity, as set out in the constitution, are to work for the assistance of persons who are suicidal, despairing or in distress.

In order to further the above objectives, the charity provides a service primarily intended for the benefit of persons in Bracknell, Wokingham, Ascot and the 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 skills; and to support Samaritans (i.e. the national charity) and aid in the establishment and support of probationary branches and the support of recognised branches of Samaritans.

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings.

### 4. Achievements and performance

The branch received 14,112 contacts (by telephone, email, face to face and letter) during the year. As usual three recruitment and training courses for new Samaritans were run. At the end of the year there were 127 listening volunteers and 28 support volunteers.

The branch leadership team met regularly through the year to agree on necessary maintenance of the building, and the purchase of new equipment. The team uses regular financial reports to inform these decisions and to respond to other requests for funds, for example, for publicity materials and for training courses. It continually reviewed health and safety matters.

## Samaritans of Bracknell, Wokingham, Ascot & Districts

### Annual Report & Financial Statements

For the Year Ended 31<sup>st</sup> March 2021

During the Covid pandemic traditional fund-raising activities have been severely curtailed.

Our major events, the Annual Samaritans Run and Wokingham Theatre Evening have been cancelled and we have had to rely on the goodwill of individuals and local organisations who are sympathetic to our charity and its objects.

The pandemic has raised the profile of those charities who focus on the general wellbeing of members of the public, their mental health and ability to cope with all of the stresses associated with being separated from family members, loved ones and work colleagues, as well as having the strength to continue whilst so many have been incapacitated or passed way.

Samaritans has received many donations from those who have been touched by our ability to offer support and to remain available to all of those who have been in dismay and despair over this period.

We are extremely grateful to all of our volunteers who give their time and energies freely to our branch as well as to all those members of the public and organisations who have been able to help us financially.

#### 5. Financial Review

- a) **Unrestricted Funds:** Details of the breakdown of expenditure are given in the accounts. All of the funds have been applied for the purpose of the day to day running of a Samaritans branch. The main sources of income are the fund raising events when permitted, grants, donations, collections and various initiatives by the volunteers. The fund stands at £97,300.
- b) **Restricted fund:** This is a grant from 'The National Lottery Community Fund' and is to fund the Hope Cottage 2020 project. The balance at the start £18,750 has been expended during the year. At the year end of there is a balance of £3,073 being funds received from central office.
- c) **Availability of funds:** Apart from the Premises Capital Reserve, which is held in the form of freehold property revalued at £225,000 at the end of 2000, all other funds are held in cash or cash equivalents. The trustees consider that the charity has sufficient funds to carry out its objectives.
- d) **Policy on reserves:** All surplus funds are invested in bank accounts principally with the Charities Aid Foundation.

#### 6. Trustees Responsibilities

The charity's trustees are responsible for preparing a receipts and payments account and a statement of assets and liabilities for each financial year that properly present the charity's receipts and payments during the year and its assets and liabilities at the end of the year. In preparing those statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements that are reasonable and prudent
- 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 which enable them to ensure that the receipts and payments account and statement of assets and liabilities comply with the Charities Act 2006. 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 on behalf of the Trustees on 4 January 2022

J D Williams  
Trustee

N J Tuggey  
Trustee

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2021**

**Independent Examiner's Report to the Trustees of Samaritans of Bracknell, Wokingham, Ascot and Districts.**

I report on the accounts of the charity for the period end 31 March 2021 which are set out on the following pages.

**Respective responsibilities of trustee and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- Follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act: and
- State whether particular matters come to my attention

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes 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 statement below.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements:
  - To keep accounting records in accordance with section 130 of the 2011 Act: and
  - To prepare accounts which accord with the accounting records

have not been met; or

- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....

Mike Harrison  
1 Cheshire Park,  
Warfield,  
Bracknell,  
Berkshire RG42 3XA  
Date:- 4 January 2022

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2021**

Receipts and Payments Account

Receipts	31/03/2021			31/03/2020
	Unrestricted	Restricted	Total	
Donations	16,894		16,894	11,586
Collections	121		121	890
Henley Coral Society	-		-	1,437
Grant from head office		4046	4,046	-
National Lottery		26,310	26,310	23690
Sams Run	-		-	21,016
Wokingham Theatre	196		196	2,775
Clothes sale			-	1200
Other	82		82	168
Interest	94		94	204
	<b>17,386</b>	<b>30,356</b>	<b>47,742</b>	<b>62,966</b>

**Payments**

Direct charitable expenditure

Fund raising expenses	172		172	7,004
Telephone/Internet	1,061		1,061	1,526
Meetings and training	187		187	2,629
Domestic and welfare	237		237	1,318
Publicity	332		332	444
Printing and stationery	263		263	1,097
	<b>2,253</b>	<b>-</b>	<b>2,253</b>	<b>14,018</b>

Management and administration expenses

Water, Gas and electricity	2,143		2,143	1,616
Building Maintenance	1,321		1,321	435
Travel Expenses	273		273	866
Cleaning	3,379		3,379	1,265
Insurance	893		893	870
Furniture and equipment		46,033	46,033	6,994
BAD Contribution	8,270		8,270	5,909
Miscellaneous	233		233	520
Bank Charges	69		69	60
	<b>16,580</b>	<b>46,033</b>	<b>62,613</b>	<b>18,535</b>
<b>Total Payments</b>	<b>18,832</b>	<b>46,033</b>	<b>64,865</b>	<b>32,553</b>
Surplus (Deficit) for the year	(1,446)	(15,677)	(17,123)	30,413
Funds at 1 April 2020	98,746	18,750	117,496	87,083
Funds at 31 March 2021	97,300	3,073	100,373	117,496

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2021**

**Statement of Assets and Liabilities**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Fixed asset</b>		
Freehold property	225,000	225,000
 <b>Cash Funds</b>		
Current and deposit accounts	100,373	117,499
	_____	_____
	325,373	342,499
	=====	=====
 Represented by:		
 <b>Funds</b>		
Unrestricted funds	97,300	98,749
Restricted Funds	3,073	18,750
Property revaluation fund	225,000	225,000
	_____	_____
	325,373	342,499
	=====	=====

The attached notes form part of the financial statements.

The financial statements were approved on 03 January 2022

J D Williams

Trustee

N J Tuggey

Trustee

**Samaritans of Bracknell, Wokingham, Ascot & Districts**

**Annual Report & Financial Statements**

**For the Year Ended 31<sup>st</sup> March 2021**

1. The financial statements are prepared on a Receipts and Payments basis. The financial statements have been prepared in accordance with those aspects of the SORP: Accounting and Reporting by Charities 2005, and other accounting standards, which apply to accounts following a Receipts and Payments format.
2. Voluntary income relating to donations, grants and legacies is included when received.
3. Freehold premises were re-valued at £225,000 on 20th December 2000. Subsequent expenditure has been written off as incurred. In accordance with the constitution, title to the branch premises is registered in the name of The Samaritans (Company Registration Number 757372).
4. Equipment expenditure is written off as incurred during the year.
5. Gift Aid and covenanted income received excludes the associated tax repayment due to the charity. The tax repayment is shown in the year in which it is received.