



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 31st March 2021

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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

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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 8th 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.

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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

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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.

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

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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
		17,386	30,356	47,742		62,966

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
	2,253	-	2,253	14,018

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
	16,580	46,033	62,613	18,535
Total Payments	18,832	46,033	64,865	32,553
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

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Statement of Assets and Liabilities

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

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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.