



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1	Month April	Year 2020		Day 31	Month March	Year 2021

Section A Reference and administration details

Charity name

Samaritans of Maidstone and the Weald

Other names charity is known by

None

Registered charity number (if any)

1171193

Charity's principal address

48 Grecian Street

Maidstone

Kent

Postcode

ME14 2TS

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Marcus Whiteley	Director		
2	Julian Smith	Trustee		
3	Hilary Adams	Treasurer		
4	Stephen Carr	Trustee		
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	Natwest	3 High Street, Maidstone, Kent ME14 1HJ

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO – Association adopted 19 January 2017
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Elected by members of charity

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. 	<p>Affiliated to Samaritans Central Charity and work to their policies and protocols</p> <p>Risk register which is considered and acted on if necessary at each meeting of trustees</p> <p>Focus on further Safeguarding training for all of the branch which has been completed</p>
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Section D Achievements and performance

Summary of the main achievements of the charity during the year

The major achievement has been to ensure that we have maintained some stringent cleaning protocols and process which have enabled our branch to remain both open and operational during all of the COVID lockdowns . We have a number of nervous volunteers and have ensured that our processes have allowed our volunteers to feel safe in undertaking their shifts.

We have also had to have some robust processes in looking out for our volunteers and ensuring that they are ok and not too isolated when having to remain at home. This has helped to ensure we have had very few volunteers leaving our branch and no instances of any cross infection from anyone working in the branch.

At the same time we have continued in recruiting and training new volunteers through on line mechanisms and have used this to undertake training and keep in touch with all of our volunteers

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity aims to keep enough funds in reserve to keep the branch running for 18 months. We have maintained this reserve throughout the year.

Details of any funds materially in deficit

none

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

All of our sources of funds are entirely from fundraising and the generosity of those who wish to donate to our charity .

This has enabled us to continue to operate as a charity, assist volunteers who have not transportation to get into the branch . We have not really had the ability due to COVID to be actively aligning with other organisations to open up the awareness of what we do as a charity.

We have invested in keeping our building maintained , clean and operational and there have been some important investments in accordance with Health and Safety concerns

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Marcus Geoffrey Lee Whiteley	

Position (eg Secretary, Chair, etc)

Director

Date

16 September 2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name	No (if any)
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Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fundraising	256		-	256	14,276
Donations	7,940		-	7,940	15,334
Grants	5,041	8,900	-	13,941	
Other income	163		-	163	1,577
Sponsorship			-	-	169
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	13,400	8,900	-	22,300	31,356
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	13,400	8,900	-	22,300	31,356
A3 Payments					
Charitable activities	5,148	-	-	5,148	5,184
Light, heat and utilities	2,931	-	-	2,931	2,903
Property repairs and maintenance	3,021	388	-	3,409	3,195
Fundraising expenses	-	-	-	-	863
Publicity costs	48	-	-	48	745
Telephonr and internet	2,025	-	-	2,025	3,482
Insurance	721	-	-	721	40
Branch administration	1,385	-	-	1,385	1,178
Conference	-	-	-	-	1,040
National contribution	3,315	-	-	3,315	2,085
Sub total	18,594	388	-	18,982	20,715
A4 Asset and investment purchases, (see table)					
Computer equipment	-	3,664	-	3,664	720
Desks	-	-	-	-	400
Sub total	-	3,664	-	3,664	1,120
Total payments	18,594	4,052	-	22,646	21,835
Net of receipts/(payments)	- 5,194	4,848	-	- 346	9,521
A5 Transfers between funds	2,696	- 2,696	-	-	-
A6 Cash funds last year end	57,652	2,696	-	60,348	50,827
Cash funds this year end	55,154	4,848	-	60,002	60,348

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank	55,154	4,848	-
		-	-	-
		-	-	-
	Total cash funds	55,154	4,848	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Freehold Property	Unrestricted	-	-
	Computer equipment	Unrestricted	-	-
	Equipment	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Hilary Adams	16.9.21	