
KING'S LYNN SAMARITANS
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021

KING'S LYNN SAMARITANS
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KING'S LYNN SAMARITANS
LEGAL AND ADMINISTRATIVE DETAILS

Registered Charity No: 1173636

Address: 26 Queen Street
King's Lynn
Norfolk
PE30 1HT

Trustees: Ms Rachel Goldsmith - Chair
Mrs Samantha Kiff - Treasurer - Resigned 11 June 2020
Mr Nicholas Packer
Mr Richard James
Mr Edward Kenny
Mrs Valerie Woods
Mr David Watkins
Mrs Kathleen Clark
Mr Henry Kilvert - Resigned 20 August 2020
Ms Zoe Callender - Secretary
Mrs Jill Goddard - Treasurer co-opted 15 October 2020
and confirmed at AGM 29 December 2020

Independent Examiners: Hayhow and Co
Chartered Certified Accountants and Business Advisers
19 King Street
King's Lynn
Norfolk
PE30 1HB

The trustees present their annual report and financial statements of the charity for the year ended 31st March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102.

OBJECTIVES

The objectives of the charity, as set out in its constitution are:

- To enable persons in King's Lynn 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 objectives

TRUSTEES AND ORGANISATIONAL MATTERS

The trustees of the charity during the year are shown in the legal and administrative section.

The trustees of the charity comprise of ordinary and ex-officio members elected by Branch members including the Director who is also Chair of Trustees.

Trustees undertake specialist training to support them in their role.

The collective body of the trustees is known as the Board of Trustees and its meetings are chaired by the Branch Director.

The trustees attend regular board meetings throughout the year to make financial decisions, monitor the budget, oversee premises development, maintenance and health and safety and deal with other governance issues.

The conduct of board meetings and the rules governing how trustees make decisions are set out in the constitution.

ACHIEVEMENTS AND PERFORMANCE DURING THE YEAR

Between the 1st April 2020 and the 31st March 2021, our volunteers dealt with:-

- 16,880 Contacts by telephone
- 2,711 Email contacts
- 0 Face to face contacts (due to Covid-19 restrictions)

A total of 19,591 contacts compared to a total of 22,194 in the previous year, which is a decrease of 12%. The decrease is mainly due to decreased availability of volunteers due to the first major lockdown.

It is important to stress that many volunteers did contribute more than the normal expectation of time during both lockdowns in order to keep the effect as low as possible.

The branch has been unable to engage in most of the usual 'outreach' activities due to Covid-19 restrictions during this financial year including:-

- Working with local schools to deliver emotional health training to student cohorts
- Supporting local schools with advice and resources to allow them to foster emotional wellbeing within educational settings
- Continued support of the national Network Rail partnership with railway station events
- Continued monthly presence at the Queen Elizabeth Hospital
- Talks to local groups and organisations
- Publicity stands at 'well-being' events

However, the regular features in local publications and local radio to promote awareness of the branch and the emotional support services offered by Samaritans has continued and an active Twitter account has put out a message at least once a day in the last few months, reaching 531 followers to date.

Once Covid-19 restrictions are relaxed more, it is intended to resume outreach activities and trustees have already been in meetings to set up a service for Queen Elizabeth Hospital.

The Branch prison team has been unable to make regular visits during the last year to two prisons (Whitemoor and Wayland) to support and train inmates who become listeners and provide support for other inmates. Prison staff and Listeners have been supported by telephone. Prison visits are resuming from May 21 subsequent to the easing of restrictions.

The number of volunteers at 31st March 2021 was 109, comprising 95 listening volunteers and 14 support volunteers.

The invaluable fund raising work of the Friends Committee during previous years has been missing again this year, again due to Covid-19 restrictions, as their activity is based on face to face work with the general public. In addition, this committee plays an important part in raising public awareness of Samaritans.

FINANCIAL REVIEW AND RESERVES

Despite several of the normal fundraising events being unattainable due to the pandemic, the branch has been successful in obtaining special grants and funding to assist with the shortfall.

At the end of the financial year the branch held £356,823 in its reserves.

The unrestricted funds are used for the general purposes within the charity.

The level of reserves is monitored and reviewed at the regular trustees meetings.

The trustees' first priority is to safeguard the future delivery of the services provided to the local community and will always strive to ensure the branch holds sufficient financial reserves to:

- meet up to 3 years gross expenditure
- invest in the promotion and development of its services
- meet longer term expenditure (e.g. boiler replacement, equipment replacement and modernisation, building maintenance etc)

STATEMENT OF RESPONSIBILITIES OF TRUSTEES

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (UKGAAP).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements
- prepare the accounts on a going concern basis unless it is inappropriate to assume that the charity will continue to operate.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011.

.....
R Goldsmith Chair of the Board of Trustees and Branch Director
Date:

KING'S LYNN SAMARITANS
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2021

	Notes	Restricted Fund 2021 £	Unrestricted Fund 2021 £	Total 2021 £	Total 2020 £
<u>Incoming Resources</u>					
Donations and Legacies	3a	3,183	27,647	30,830	40,469
Income from investments	3b	-	2,054	2,054	2,038
Charitable activities	3c	-	12,809	12,809	14,978
Covid-19 Grants	3d	-	10,000	10,000	-
Total		3,183	52,510	55,693	57,485
<u>Resources Expended</u>					
Charitable activities	4	2,532	49,509	52,041	92,618
Total		2,532	49,509	52,041	92,618
Net income/(expenditure)		651	3,001	3,652	(35,133)
Total funds brought forward		21,230	331,941	353,171	388,304
Total funds carried forward		21,881	334,942	356,823	353,171

The statement of financial activities includes all gains and losses recognised in the year. All income resources and resources expended derive from continuing activities.

The notes on pages 7 to 12 form part of these accounts

KING'S LYNN SAMARITANS
BALANCE SHEET
YEAR ENDED 31 MARCH 2021

	Notes	2021		2020	
		£	£	£	£
<u>FIXED ASSETS</u>					
Tangible Fixed Assets	6		91,653		96,243
<u>CURRENT ASSETS</u>					
Debtors	7	3,303		4,494	
Cash at bank and in hand		<u>262,213</u>		<u>252,836</u>	
			265,516		257,330
<u>CREDITORS</u>					
Amounts falling due within one year	8		346		402
<u>NET CURRENT ASSETS</u>			<u>265,170</u>		<u>256,928</u>
<u>NET ASSETS</u>			<u>356,823</u>		<u>353,171</u>
<u>FUNDS</u>					
Unrestricted			334,942		331,941
Restricted			21,881		21,230
<u>TOTAL FUNDS</u>	9		<u>356,823</u>		<u>353,171</u>

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

.....
R Goldsmith
Chair

1. Principal Accounting Policies

1.1 Basis of Preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

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

1.2 Going concern

The trustees consider the charity to be a going concern and have considered a period of twelve months from the date of approval of the accounts.

2. Accounting Policies

2.1 Incoming Resources

Incoming resources are included when expected.

Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable. Capital grants specifically for capital expenditure are converted by annual inter-fund transfer in line with the rate of the related assets depreciation as recognised as expenditure in the Statement of Financial Activities.

No income is shown net of expenditure.

2.2 Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of general objectives of the charity and which have not been designated for other purposes. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

KING'S LYNN SAMARITANS
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

2.3 Resources Expended

All expenditure is included on an accruals basis and is recognised when there is legal or constructive obligations to pay for expenditure. The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT. Expenses are apportioned where necessary. Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of charitable activities. Governance costs are those incurred in connection with administration of the charity.

2.4 Tangible Fixed Assets and Depreciation

Depreciation is calculated to write off the costs of each asset over its estimated useful life at the following rates:-

Freehold land and buildings	Straight line basis over 50 years
Equipment	25% reducing balance basis

3. Incoming Resources

	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>	<u>Total</u>
	<u>2021</u>	<u>2021</u>	<u>2021</u>	<u>2020</u>
	£	£	£	£
a) Donations and legacies				
Donations and legacies	-	27,647	27,647	31,170
Prison Grant	3,183	-	3,183	9,299
	3,183	27,647	30,830	40,469
b) Investment Income				
Interest received	-	2,054	2,054	2,038
	-	2,054	2,054	2,038
c) Charitable Activities				
Friends of the Samaritans	3e	-	-	8,500
Fund Raising	-	5,439	5,439	1,475
Gift Income	-	7,370	7,370	4,603
Compensation	-	-	-	100
Sale of equipment	-	-	-	300
	-	12,809	12,809	14,978
d) Government Grants				
BCKLWN Grant	-	10,000	10,000	-
	-	10,000	10,000	-
	3,183	52,510	55,693	57,485

3e) Friends of the Samaritans - Statement of Financial Activities

	<u>Total</u> <u>2021</u> £	<u>Total</u> <u>2020</u> £
Fundraising Income		
Cycle ride	-	1,234
Collections	147	4,575
Donation	250	3,411
Fund raising	70	3,149
	<u>467</u>	<u>12,369</u>
Expenditure		
Transfers to Samaritans	-	8,500
Fundraising Costs	49	555
	<u>49</u>	<u>9,055</u>
Net incoming for the year	<u>418</u>	<u>3,314</u>
Bal B/Fwd	14,163	10,849
Bal C/Fwd	<u>14,581</u>	<u>14,163</u>

KING'S LYNN SAMARITANS
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

4. Charitable activities

	<u>Restricted</u> <u>2021</u> £	<u>Unrestricted</u> <u>2021</u> £	<u>Total</u> <u>2021</u> £	<u>Total</u> <u>2020</u> £
Publicity		207	207	3,268
Telephone		1,502	1,502	1,383
Training & Conference		-	-	4,600
Travelling & befriending expenses	443	10,185	10,628	26,249
Housekeeping		2,204	2,204	2,057
Repairs and maintenance		3,020	3,020	2,810
Electricity, gas and water		1,985	1,985	2,163
Insurance		1,272	1,272	850
Depreciation	1,969	2,621	4,590	5,466
Computer costs		550	550	564
Stationery and postage	120	152	272	1,220
Branch Affiliation Fee		24,903	24,903	40,010
General Expenses		80	80	538
Fundraising		-	-	954
Gift Expenditure		516	516	182
Accountancy	-	312	312	304
	<u>2,532</u>	<u>49,509</u>	<u>52,041</u>	<u>92,618</u>

5. Fees for examination of the accounts

	<u>2021</u> £	<u>2020</u> £
Independent examiner's fees	<u>312</u>	<u>304</u>

KING'S LYNN SAMARITANS
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

6. Tangible Fixed Assets

	<u>Land & Buildings</u>	<u>Other Assets</u>	<u>Total</u>
Cost:	£	£	£
At 1 April 2020	98,098	50,965	149,063
Additions	-	-	-
At 31 March 2021	<u>98,098</u>	<u>50,965</u>	<u>149,063</u>
Depreciation:			
At 1 April 2020	12,366	40,454	52,820
Provision for the year	1,962	2,628	4,590
On disposals	-	-	-
At 31 March 2021	<u>14,328</u>	<u>43,082</u>	<u>57,410</u>
Net book value at 31 March 2021	<u>83,770</u>	<u>7,883</u>	<u>91,653</u>
Net book value at 31 March 2020	<u>85,732</u>	<u>10,511</u>	<u>96,243</u>

7. Debtors

	<u>2021</u>	<u>2020</u>
	£	£
Debtors	1,729	4,494
Prepayments	1,574	-
	<u>3,303</u>	<u>4,494</u>

8. Creditors – Amounts Falling Due within One Year

	<u>2021</u>	<u>2020</u>
	£	£
Accruals and deferred income	346	402
	<u>346</u>	<u>402</u>

KING'S LYNN SAMARITANS
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

9. Analysis of Net Assets between Funds

	<u>Restricted</u> <u>Funds</u>	<u>Designated</u> <u>Funds</u>	<u>General</u> <u>Funds</u>	<u>Total</u>
Tangible fixed assets	7,627	-	84,026	91,653
Current assets	14,254	-	251,262	265,516
Current liabilities	-	-	(346)	(346)
	21,881	-	334,942	356,823

9a. Unrestricted Fund

	<u>Balance</u> <u>At 1.4.20</u> £	<u>Income</u> <u>Resources</u> £	<u>Outgoing</u> <u>Resources</u> £	<u>Transfers</u> £	<u>Balance</u> <u>at 31.03.21</u> £
General Fund	331,941	52,510	49,509	-	334,942

9b. Restricted Funds

	<u>Balance</u> <u>At 1.4.20</u> £	<u>Income</u> <u>Resources</u> £	<u>Outgoing</u> <u>Resources</u> £	<u>Transfers</u> £	<u>Balance</u> <u>at 31.03.21</u> £
Prison Fund	11,634	3,183	563		14,254
Restricted Asset fund	9,596	-	1,969		7,627
	21,230	3,183	2,532	-	21,881
Total	353,171	55,693	52,041	-	356,823

9c. Purpose of restricted funds

Prison Fund	- to provide support for prisoners
Restricted asset fund	- income spent on capital items to be depreciated

10. Trustees remuneration

The Trustees neither received or waived any emoluments during this period.

11. Related Party Transactions

The charity is controlled by its board of trustees.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
KINGS LYNN SAMARITANS
YEAR ENDED 31 MARCH 2021**

I report to the trustees on my examination of the accounts of the King's Lynn Samaritans for the year ended 31 March 2021, charity number 1173636, which are set out on pages 1 to 12.

This report is made solely to the charity's trustees, as a body, in accordance with section 154 of the Charities Act 2011. My independent examiner's work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act. Independent examiner's statement

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the Act
 ;or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Kezia Benefer FCCA
Hayhow & Co
Chartered Certified Accountants and Business Advisers
19 King Street
King's Lynn
Norfolk
PE30 1HB**

Date: