

Samaritans of Lancaster & District

Registered Charity No. 1173652
21 Sun Street, Lancaster LA1 1EW

Annual Report for the year ended 31st March 2021

The incorporated charity number 1173652 was started in October 2017 under the constitution dated July 2017. The Trustees of the charity are the Branch Leadership Team (BLT) elected at the Annual General Meeting held in September or as soon as possible thereafter. Those who have acted during the year are as follows:

Name	Office held	Details
Tracey Duffy	Director	Elected
Michael Spencer	Treasurer	Elected
Carol Brearley	Secretary	Elected
Pam Waddington	Vice Director. Vol. Support DD	Elected
Linda Smallman	Trustee	Elected
Liz Hartley	Deputy Director & Trustee	Elected
Val Willett	Deputy Director & Trustee	Elected
Michael Brogan	Trustee	Elected
Glyn Jones	Trustee	Elected
Chris Hough	Trustee	Elected
Helen Murfin	Trustee	Elected
Jane Clarke	Trustee	Elected

The organisation and financial affairs of the charity are managed by the BLT. The BLT determines policy for and receives reports from teams and individuals who work for the charity. The major risk to which the charity is exposed, as identified by the trustees, have been reviewed and systems or procedures are established to manage those risks.

The charity's bankers are National Westminster PLC, 68 Church Street, Lancaster LA1 1LN and its Independent Examiner is N Slater of Taylor Robertson and Willett, 95 King Street, Lancaster LA1 1RH. A COIF Deposit Fund Account is held with CCLA Investment Management Ltd, 80 Cheapside, London EC2V 6DZ.

The full annual accounts of the Charity for the year ended 31st March 2021, which form an official part of this report, are available on request to the Treasurer at Samaritans, 21 Sun Street, Lancaster LA1 1EW.

Aims and Organisation

Samaritans of Lancaster & District have worked for 49 years with the main aim of being there at all times for the assistance of any person who is experiencing feelings of suicide, despair or distress by providing confidential emotional support by telephone, e mail, webchat or face to face. We are based at 21, Sun Street, Lancaster and we are primarily there to assist those in a geographical area which includes Lancaster, Morecambe, Lunesdale, Kendal and South Lakeland, however through our Link telephone system we now answer calls nationwide.

We are one of the 19 branches in the North West Region of Samaritans and have just over 120 volunteers. Lancaster Branch is one of over 201 branches linked in a nationwide organisation to Samaritans Central Charity. (Registered Charity no.219432) The Central Office supports the Branches, sets and monitors standards of service and care by means of its regional structure.

Review of Progress and Achievements

The quality and extent of the service we can provide to needy and vulnerable people is dependent on having a sufficient number of trained Samaritans. After a difficult year with the COVID-19 pandemic we have managed to continue with our programme of recruiting, training and mentoring suitable volunteers.

Samaritans continue to provide a "listening ear" to vulnerable, distressed and suicidal callers, however they choose to contact us, whether by telephone, email, webchat or face to face. Our callers come from a wide range of society, young and old, unemployed and over employed, men, women and children, and over the last few years a rising number of people with mental health problems.

We remain involved in prison outreach, and continue our relationship with HMP Lancaster Farms, a category C adult male prison, where we recruit, train and support a team of Listeners. Our Outreach team have been hampered by the COVID-19 situation but have been able to provide literature to local foodbanks and homeless shelters as well as done presentations and information sessions via Zoom to various local groups.

At Lancaster & District our calls are routed via the new National Freecall number 116 123. This facility has produced a large increase in the number of calls we receive, as now we are available to those who need us whether they have funds or not, 24 hours a day, 365 days of the year.

Review of Financial Position and Affairs

With our income at £54,687, we again benefitted from a generous annual grant of £3,500 from the Frieda Scott Trust. We are proud to have been chosen by the Westminster Foundation to be their charity of the year for two years. We also received many donations from individuals and other organisations, in spite of the difficult economic circumstances. It is a great encouragement to know that our efforts are so widely appreciated. We received continuing support from Lancaster City Council, with a grant and with discretionary rates relief on 21, Sun Street and on our shop at 12, Damside Street. Agreements with the local prison also provide significant income. . We thank all our donors, particularly those who use Gift Aid. We have also worked hard to bring in funds for multiple income streams such as fundraising events and applying for funds from local companies, and charitable trusts. Our Charity shop raised £13,662, including government grants for COVID relief, and plays an important role in raising public awareness of Samaritans. We are very grateful for the hard work of our shop volunteers and supporters who have helped in all our fundraising efforts..

Expenditure was £35,066, our reserves stand at £80,951. This expenditure figure was as expected for our active and thriving branch. We have saved money this year with no face to face training and meetings being possible we switched to Zoom. Our annual conference was also unfortunately cancelled.

These reserves while healthy at present are only sustained by legacies, grants and donations. Nevertheless, we must address regular fundraising and income generation, in order to leave us with reliable funds to maintain and improve our service to vulnerable callers.



Annual Report 2021

*49 years of supporting the people of
Lancaster & District*

**21 Sun Street, Lancaster LA1 1EW
Registered Charity No. 1173652**

Phone Freecall 116 123

Email: jo@samaritans.org

Write to: Chris, PO Box 9090

Stirling, FK8 2SA

website: www.samaritans.org/lancaster

Samaritans of Lancaster and District

Registered Charity No 1173652

Accounts for the year ended 31 March 2021

Independent Examiner's Report to the Trustees of Samaritans of Lancaster and District

I report on the accounts of the charity for the year ended 31st March 2021, which are set out on pages 2 to 7 following.

This report is made solely to the charity's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My 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 and the charity's Trustees as a body, for my work or for this report.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements 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 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave 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.


Neil Martin Slater F.C.C.A.
Taylor, Robertson and Willett Ltd
Chartered Certified Accountants
95 King Street Lancaster

10th June 2021

Statement of Financial Activities
For the period ended 31 March 2021

	Note	Year to 31.3.21	Year to 31.3.21	Year to 31.3.21	Period to 31.3.20
		Restricted	Unrestricted	Total	Total
Incoming Resources					
Donations, Grants and Gift Aid	2	£0	£37,374	£37,374	£22,949
Fundraising Events	3	£0	£279	£279	£977
Surplus from Shop	4	£0	£13,662	£13,662	£4,840
Legacies	2	£0	£3,310	£3,310	£10,000
Deposit Interest		£0	£62	£62	£292
TOTAL Incoming Resources		£0	£54,687	£54,687	£39,058
Resources Expended					
Direct Charitable Expenditure	5, 6	£0	£21,765	£21,765	£28,001
Publicity costs		£0	£9,497	£9,497	£3,302
Management and Administration Costs	5, 7	£0	£3,804	£3,804	£5,514
TOTAL Resources Expended		£0	£35,066	£35,066	£36,817
NET Incoming Resources for the period		£0	£19,621	£19,621	£2,240
Unrealised Gains and Losses					
Gain on Revaluation of Tangible Fixed Assets		£0	£0	£0	£0
Net Movement in Funds		£0	£19,621	£19,621	£2,240
Fund Balances brought forward		£0	£230,203	£230,203	£227,963
Transfer between funds	9			£0	£0
Fund Balances carried forward	8, 9	£0	£249,824	£249,824	£230,203

The following notes (notes 1 to 10 on pages 3 to 7) form part of these accounts.


..... (Hon. Treasurer)


..... (Chair)


..... (Director)

Samaritans of Lancaster and District
Balance Sheet
as at 31 March 2021

	Note	Year to 31.3.21 Restricted	Year to 31.3.21 Unrestricted	Year to 31.3.21 Total	Period to 31.3.20
Tangible Fixed Assets	8	£0	£168,873	£168,873	£170,861
Current Assets					
COIF Deposit Account		£0	£75,928	£75,928	£51,866
NatWest Current account (ending '172)		£0	£5,697	£5,697	£9,370
NatWest Current account (ending '180)		£0	£794	£794	£587
Cash in hand		£0	£40	£40	£40
Total Current Assets		£0	£82,459	£82,459	£61,863
Current Liabilities					
Creditors and Accruals		£0	£1,509	£1,509	£2,521
Deferred Income		£0	£0	£0	£0
Total Current Liabilities		£0	£1,509	£1,509	£2,521
Current Assets less Current Liabilities		£0	£80,951	£80,951	£59,341
Total Assets less Current Liabilities		£0	£249,824	£249,824	£230,203
Represented by	9	£0	£249,824	£249,824	£230,203
TOTAL		£0	£249,824	£249,824	£230,203

Notes to the Accounts for the period ended 31 March 2021

Note 1. Accounting policies.

(i) These accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice (SORP) on Accounting by Charities.

(ii) All income is included in the Statement of Financial Activities (SOFA) when received, unless the Trustees deem that income receivable from recovered tax or from legacies would alter the SOFA materially.

(iii) Net fundraising income raised by the Friends of Samaritans and by our Charity shop is included when received, and any associated costs are separately disclosed in a note.

(iv) Premises overheads are aggregated and allocated to the various functional activities on a percentage basis determined by the Trustees and disclosed in a note.

(v) Any costs which cannot be specifically identified otherwise are included in the management and administration function.

(vi) Depreciation on equipment and furniture is written off on a straight line basis over 5 years. Freehold property is revalued at 5 year intervals with no depreciation allowance.

Note 2. Donations and grants			
Funds received from organisations during the period include:			
	Restricted	Unrestricted	Total
Frieda Scott Charitable Trust		£3,500	£3,500
Lancaster City Council (discretionary rates relief)		£645	£645
CAF Covid Emergency grant		£7,500	£7,500
Pears Foundation grant		£5,888	£5,888
Lancaster Bridge Club		£341	£341
Bryan Lancaster Friends		£400	£400
Alchemie Technology		£2,000	£2,000
Westminster Foundation		£10,200	£10,200
Groundwork UK		£1,000	£1,000
Catholic Womens League		£600	£600
PayPal Giving Fund		£496	£496
Lansil Golf Club		£337	£337
Other donations, including those from individuals, (including several funeral donations of supporters)		£4,277	£4,277
Tax recovered through Gift Aid		£190	£190
Total donations and grants	£0	£37,374	£37,374
Legacies (Unrestricted)			£3,310
Total legacies			£3,310

Note 3. Fundraising Events (Unrestricted)			
Lancaster and Kendal Friends groups and/or Samaritan volunteers			
Pam			£279
Total fundraising			£279

Note 4. Samaritans shop
12 Damside Street, Lancaster
Summary for the year ended 31 March 2021

Income (Unrestricted)		
Sales		£7,384
Lancaster City Council (government grants)		£19,669
Lancaster City Council (discretionary rates relief)		£829
total income		£27,883
Expenditure (Unrestricted)		
Rent	£10,000	
Insurance	£509	
Rates	£829	
Water, Light and Heat	£1,417	
Wages and Travel	£0	
Repairs & Renewals	£194	
Telephone & Broadband	£495	
Streamline & Worldpay Charges	£488	
Sundry Expenses	£267	
Cleaning and Housekeeping	£21	
total expenditure		£14,221
Surplus for the period		£13,662

Note 5. Premises Overheads	Year to 31.3.21 Restricted	Year to 31.3.21 Unrestricted	Year to 31.3.21	Period to 31.3.20 Total
Water, Light and Heat	£0	£2,069	£2,069	£1,992
Repairs and Renewals		£3,338	£3,338	£5,053
Cleaning and Housekeeping	£0	£2,978	£2,978	£2,638
Office telephone	£0	£1,211	£1,211	£1,069
Insurance	£0	£1,034	£1,034	£1,249
Discretionary Rates relief (Lancaster City Council)	£0	£645	£645	£635
Depreciation	£0	£1,988	£1,988	£3,005
Total	£0	£13,263	£13,263	£15,641
Allocated to:				
Direct charitable expenditure (85%)	£0	£11,274	£11,274	£13,295
Management and Administration costs (15%)	£0	£1,989	£1,989	£2,346
Total	£0	£13,263	£13,263	£15,641

Note 6. Direct Charitable expenditure	Year to 31.3.21 Restricted	Year to 31.3.21 Unrestricted	Year to 31.3.21	Period to 31.3.20 Total
Emergency telephone and email	£0	£411	£411	£490
Volunteer training and support		£1,679	£1,679	£3,082
Volunteer travel expenses - local		£8,324	£8,324	£10,989
Director's expenses	£0	£36	£36	£0
National/Regional meetings and travel	£0	£40	£40	£145
Share of premises overheads (note 5)	£0	£11,274	£11,274	£13,295
Total	£0	£21,765	£21,765	£28,001

Note 7. Management and Administration costs	Year to 31.3.21 Restricted	Year to 31.3.21 Unrestricted	Year to 31.3.21	Period to 31.3.20 Total
Postage, printing, photocopier and stationery	£0	£284	£284	£616
Affiliation fee to Samaritans	£0	£906	£906	£958
Sundry expenses	£0	£625	£625	£1,354
Legal fees re transfer from Branch to CIO	£0	£0		£0
Accountancy		£0		£240
Share of Premises Overheads (note 5)	£0	£1,989	£1,989	£2,346
Total	£0	£3,804	£3,804	£5,514

Note 8. Tangible Fixed Assets (Unrestricted)	Freehold Property	Equipment & Furniture	Total
Cost or Valuation at 31 March 2020	£165,000	£5,861	£170,861
Depreciation	£0	£1,988	£1,988

Cost or Valuation at 31 March 2021	£165,000	£3,873	£168,873

The Charity's freehold premises at 21 Sun Street, Lancaster were valued by Eckersley on an Open Market basis at £165,000 as at 14 June 2017.

The title to the freehold premises is held by Samaritans as custodian trustee.

Note 9. Reconciliation of Funds	Restricted	Unrestricted	Total
Funds balance brought forward	£0	£230,203	£230,203
Incoming resources	£0	£54,687	£54,687
Total resources expended	£0	-£35,066	-£35,066
Transfer between funds (purchase of photocopier)	£0	£0	£0
Funds balance carried forward	£0	£249,824	£249,824

Note 10. Indemnity Insurance. Samaritans has centrally-effected professional indemnity insurance to protect trustees, directors and other volunteer members of all Samaritans branches.