

Charity registration number 1173722

OXFORD SAMARITANS
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

OXFORD SAMARITANS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	M Williams	
	R Mann	
	M Jerwood	
	P Hopkins	
	M Haddon	
	V Hemming	
	S Greenall	(Appointed 19 May 2021)
	J Martyn	(Appointed 19 May 2021)
	L Day	(Appointed 19 May 2021)
	M Payne	(Appointed 19 May 2021)
	P Foster	(Appointed 19 May 2021)

Charity number 1173722

Independent examiner
Richardsons
30 Upper High Street
Thame
Oxfordshire
OX9 3EZ

Solicitors
Stanger Stacey and Mason
35 High Street
Witney
Oxfordshire
OX28 6HP

OXFORD SAMARITANS

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OXFORD SAMARITANS

TRUSTEES REPORT

FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The objectives

1. To be available 24 hours a day
2. To provide a public benefit which gives confidential emotional support for people in despair

The activities

1. To provide confidential emotional support for people who are experiencing feelings of distress or despair, including those which may lead to suicide
2. To advance education by providing society with a better understanding of suicide, suicidal behaviour and the value of expressing feelings that may lead to suicide.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities they should undertake.

OXFORD SAMARITANS

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance

The branch has maintained a high level of service and has been open 24 hours a day and 7 days a week, throughout the year to March 2022. We have offered our service via telephone and e-mail. Our service has been temporarily restricted since Monday 23 March 2020 in line with the introduction of the Health Protection (Coronavirus, Restrictions) (England) Regulations 2020 and we have suspended personal calls at the centre. These will be reintroduced once it is safe to do so. We have, however, maintained our 24 hour telephone and email service during the lockdown whilst ensuring social distancing and strict hygiene routines are observed.

We continue to receive an increasingly high number of telephone calls in addition to an increasing higher number of e-mails. Our 24 hour service has meant that we have volunteers on duty throughout the night who are able to respond to callers at a time when their needs are greatest in terms of expressing suicidal thoughts and plans.

To ensure that our large body of volunteers continue to provide a consistent level of support in line with Samaritans' principles, we have maintained a system of on-going mentoring for every volunteer. All eligible volunteers also participated in mandatory On Going Training, delivered online and at two face-to-face sessions at Oxford Spires Academy.

We have been fortunate to receive a high number of requests from individuals interested in training as Samaritans over the past 12 months and still have more applicants than we can currently train. We are now able to interview potential volunteers face-to-face and have re-introduced face-to-face Samaritans Core Training sessions when public health advice has permitted it and it has been safe to do so. Three cohorts of new volunteers have been trained and begun listening with us since November 2021.

We have recommenced our "Feet on the Street" programme since November 2021. Feet on the Streets is a proactive approach to Samaritans listening where trained volunteers are out meeting people on alternate Fridays, face to face, in the centre of Oxford. We have continued to deliver training, talks and support for local businesses, charities, and universities using online platforms; including running some successful "Lunch and Learn" sessions for the wider public.

We have continued to engage with and respond to local suicide prevention measures and planning via the Oxfordshire Multi Agency Group (MAG) for Suicide Prevention and through the Thames Valley's Suicide Prevention and Intervention Network (SPIN) attended by our Branch Director.

As restrictions lift around social distancing and lockdown measures, we have also allowed Oxford Nightline to use our Training Room for their weekend training courses and our association with Nightline remains strong. We recently celebrated with Nightline alumni, past and present, to celebrate their 50th Anniversary in 2022.

Our team of volunteers who regularly visit HMP Bullingdon have continued to train and support the Listeners there throughout the two years of the pandemic, but it has been a struggle at times. With national lockdowns, and then prison-specific lockdowns when Bullingdon has suffered significant outbreaks of Covid, there have been times when the Listeners could not work. With movements limited, officers have become accustomed to directing potential callers to use their in-cell phones to call Samaritans, rather than trying to put them face-to-face with a Listeners. (Shortage of staff has exacerbated this.) The large turnover of staff during this period has meant that there are fewer officers currently serving who have seen the Listener service working as it should. We therefore feel that some sort of re-launch of the scheme is called for, including training for the staff. Happily, we have just trained our biggest group of new Listeners for over 2 years and face the next few months with a team of twenty. We hope to be able to bring the number of calls back to its pre-Covid level. to train a new group.

We have continued to benefit from the support from two Support Volunteers who provide expertise in fundraising and publicity for our Branch. Another Support Volunteer has continued to provide Health and Safety expertise and support, conducting regular checks on all aspects of safety within our premises on Magdalen Road.

We hope to continue to develop and re-establish our face to face outreach activities over the coming year, as life returns to something approaching normal.

OXFORD SAMARITANS

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Financial review

Reserves policy

The trustees have reviewed the policy and have resolved to keep reserves of unrestricted funds equal to approximately two years expenditure. The balance of unrestricted current net assets of £194,424 (2021: £188,885) is in keeping with that policy once this expenditure has occurred.

Total funds of the charity stood at £874,014 (2021: £868,475) at the year end.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

Oxford Samaritans is a Charitable Incorporated Organisation. Oxford Samaritans is an affiliated branch set up as an individual charity, with governing documents based on templates and with specific agreements with the Central Charity, including the branch rules and operating agreement.

The Branch Leadership Team is comprised of the Branch Trustees (including the Branch Director) and the Deputy Directors. Trustees are elected by members of the Oxford branch at the AGM and hold office for a maximum period of three years.

Prior to selection prospective trustees are seen by the Branch Director who explains an outline of their duties. Once they have been appointed they are formally inducted and introduced to their duties by the Deputy Director for Governance. They then complete a mandatory online training module offered by Samaritans Central Charity.

OXFORD SAMARITANS

TRUSTEES REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

The trustees who served during the year were:

M Williams

R Mann

I Wylie

(Resigned 19 May 2021)

N Beal

(Resigned 19 May 2021)

D Seal

(Resigned 19 May 2021)

M Jerwood

P Hopkins

M Haddon

V Hemming

B Kemp

(Resigned 4 October 2021)

S Greenall

(Appointed 19 May 2021)

J Martyn

(Appointed 19 May 2021)

L Day

(Appointed 19 May 2021)

M Payne

(Appointed 19 May 2021)

P Foster

(Appointed 19 May 2021)

The trustees report was approved by the Board of Trustees.



M Williams

Trustee

Dated: 21/05/2022



R Mann

Trustee

Dated: 20-5-22

OXFORD SAMARITANS

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF OXFORD SAMARITANS

I report to the trustees on my examination of the financial statements of Oxford Samaritans (the charity) for the year ended 31 March 2022.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no 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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.



Andrew King FCA
Richardsons
30 Upper High Street
Thame
Oxfordshire
OX9 3EZ

Dated: 21 May 2022

OXFORD SAMARITANS

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
<u>Income from:</u>					
Donations and legacies	3	23,256	7,408	30,664	52,780
Charitable activities	4	21,187	-	21,187	2,461
Investments	5	26,307	-	26,307	25,800
Total income		70,750	7,408	78,158	81,041
<u>Expenditure on:</u>					
Raising funds	6	11,003	-	11,003	17,723
Charitable activities	7	48,451	13,165	61,616	84,223
Total resources expended		59,454	13,165	72,619	101,946
Net income/(expenditure) for the year/ Net movement in funds		11,296	(5,757)	5,539	(20,905)
Fund balances at 1 April 2021		862,718	5,757	868,475	889,380
Fund balances at 31 March 2022		874,014	-	874,014	868,475

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.


OXFORD SAMARITANS

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	11		679,590		679,590
Current assets					
Debtors	12	3,257		3,206	
Cash at bank and in hand		234,713		206,417	
		<u>237,970</u>		<u>209,623</u>	
Creditors: amounts falling due within one year	13	<u>(43,546)</u>		<u>(20,738)</u>	
Net current assets			194,424		188,885
Total assets less current liabilities			<u>874,014</u>		<u>868,475</u>
Income funds					
Restricted funds			-		5,757
Unrestricted funds			874,014		862,718
			<u>874,014</u>		<u>868,475</u>

The financial statements were approved by the Trustees on 19-4-22


M Williams
Trustee


R Mann
Trustee

OXFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity information

Oxford Samaritans is a Charitable Incorporated Organisation. The principal address is 60 Magdalen Road, Oxford, Oxfordshire, OX4 1RB.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

OXFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs can not be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Depreciation is not charged (see below)
Computers	25% straight line basis

The freehold property is included at cost as the fair value cannot be measured reliably without undue cost or effort. Depreciation has not been charged in respect of freehold property. The charity adopts a policy of fully maintaining and repairing its building and as such the residual value is so high, and the expected life so long, that the depreciation charge would not be significant.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

OXFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Total
	2022 £	2022 £	2022 £	2021 £
Donations and gifts	23,122	3,740	26,862	39,910
Grants	-	3,668	3,668	12,558
Other	134	-	134	312
	<u>23,256</u>	<u>7,408</u>	<u>30,664</u>	<u>52,780</u>

4 Charitable activities

	Sundry income 2022 £	Collections 2022 £	Marathon income 2022 £	COVID Support 2022 £	Charitable Income 2022 £	Total 2022 £	Total 2021 £
Other income	<u>4,874</u>	<u>704</u>	<u>12,077</u>	<u>998</u>	<u>2,534</u>	<u>21,187</u>	<u>2,461</u>

5 Investments

	Unrestricted funds	Total
	2022 £	2021 £
Rental income	<u>26,307</u>	<u>25,800</u>

6 Raising funds

	2022 £	2021 £
<u>Fundraising and publicity</u>		
Fundraising	3,215	3,014
OutReach	399	612
Management fees	3,788	3,715
Repairs for rental property	3,601	10,382
Fundraising and publicity	<u>11,003</u>	<u>17,723</u>

OXFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

7 Charitable activities

	2022 £	2021 £
Telephone	2,594	2,377
Volunteer & officers' expenses	3,560	3,691
Donations to head office	-	50,580
	<u>6,154</u>	<u>56,648</u>
Share of support costs (see note 8)	24,622	23,447
Share of governance costs (see note 8)	30,840	4,128
	<u>61,616</u>	<u>84,223</u>
Analysis by fund		
Unrestricted funds	48,451	71,422
Restricted funds	13,165	12,801
	<u>61,616</u>	<u>84,223</u>

8 Support costs

	Support costs £	Governance costs £	2022 £	2021 £
Training and conferences	4,912	-	4,912	200
Rates	2,918	-	2,918	2,628
Heat and light	4,089	-	4,089	4,027
Equipment costs	140	-	140	4,914
Housekeeping	7,294	-	7,294	7,862
Printing and stationery	299	-	299	483
Insurance	1,874	-	1,874	1,566
Maintenance of premises	3,096	-	3,096	1,767
Bank charges	-	80	80	87
Levy to/(from) Samaritans	-	28,325	28,325	1,726
Professional fees	-	2,435	2,435	2,315
	<u>24,622</u>	<u>30,840</u>	<u>55,462</u>	<u>27,575</u>
Analysed between				
Charitable activities	<u>24,622</u>	<u>30,840</u>	<u>55,462</u>	<u>27,575</u>

Governance costs includes payments to the Independent Examiner of £2,400 (2021: £2,280) for fees.

OXFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year. No employee received emoluments in excess of £60,000.

Trustees' expenses

One trustee (2021: one trustee) was reimbursed for expenses during the year totalling £313 (2021: £618). Travelling and related expenses incurred by the trustees are reclaimable.

10 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Total	-	-

There were no employees whose annual remuneration was more than £60,000.

11 Tangible fixed assets

	Freehold land and buildings £	Computers £	Total £
Cost			
At 1 April 2021	679,590	3,262	682,852
At 31 March 2022	679,590	3,262	682,852
Depreciation and impairment			
At 1 April 2021	-	3,262	3,262
At 31 March 2022	-	3,262	3,262
Carrying amount			
At 31 March 2022	679,590	-	679,590
At 31 March 2021	679,590	-	679,590

12 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Prepayments and accrued income	3,257	3,206

OXFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

13 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	1,831	4,655
Other creditors	28,325	1,726
Accruals and deferred income	13,390	14,357
	<u>43,546</u>	<u>20,738</u>

14 Analysis of net assets between funds

	Unrestricted 2022 £	Restricted 2022 £	Total 2022 £	Total 2021 £
Fund balances at 31 March 2022 are represented by:				
Tangible assets	679,590	-	679,590	679,590
Current assets/(liabilities)	194,424	-	194,424	188,885
	<u>874,014</u>	<u>-</u>	<u>874,014</u>	<u>868,475</u>

15 Related party transactions

Oxford Samaritans is an affiliated branch of Samaritans.

Included in other creditors is a Branch Affiliation Fee of £28,325 (2021: £1,726) due to be paid to Samaritans.