

OXFORD SAMARITANS
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

OXFORD SAMARITANS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

R Mann
P Hopkins
V Hemming
P Greenall
J Martyn
P Foster
J Knight (Appointed 22 May 2022)
J Human (Appointed 22 May 2022)
A Bridges (Appointed 22 May 2022)
L Young (Appointed 22 May 2022)
J Foster (Appointed 22 May 2022)

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 2023

The trustees present their annual report and financial statements for the year ended 31 March 2023.

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 2023

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 2023. 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. During the year we have been researching safe ways to reintroduce this service and we hope to do this later in 2023 or early 2024. 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 and 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 interview potential volunteers face-to-face and run face-to-face Samaritans Core Training sessions in our branch and have arranged for a small number of volunteers to be trained, online, by the Central Samaritans' Training School. Two cohorts of new volunteers have been trained and begun listening with us during the year.

Our "Feet on the Street" programme continues to operate. 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.

Our Outreach Team has established a partnership with the Oxford Probation Service and we are able to arrange for a limited number of calls to be made to callers referred by the service. In addition, members of the team regularly attend a local foodbank to provide a face to face listening services to users who may need us.

We continue to deliver training, talks and support for local businesses, charities, and universities including talks at RAF Brize Norton, to nurses at the Churchill Hospital and the Civil Aviation Authority..

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).

We continue to allow Oxford Nightline to use our Training Room for their weekend training courses and we collaborate with other Samaritan Branches throughout the Southern region to train their or to allow our volunteers to attend the training run by others.

Our team of volunteers continues to train and support Listeners at HMP Bullingdon. Although Covid restrictions have been lifted, there are still limits on activities within the prison because of severe staff shortages. Many men are locked in their cells for most of the day because there aren't enough officers to supervise association periods on the wing. We have worked hard to convince officers to facilitate Listener calls rather than directing men to use their in-cell phones to call the Samaritan helpline. It seems to be paying off: since the beginning of this year the number of Listener calls per month has returned to pre-pandemic levels. A joint initiative between Samaritans and HMPPS has given the Listeners an additional role within the prison. Postvention is a coherent approach to informing and supporting men within the prison when there has been a death in custody (whether or not this is a suicide). We trained our Listeners in this, and a representative from the Central Office prison team trained the officers. Subsequently, there have been four deaths in custody, one of which was a suicide, and the Listeners have visited the affected wings to offer support to the residents there.

We are fortunate enough to benefit from the skills of two professional fundraisers who are also listening volunteers and Trustees. We also have skilled Support Volunteers who look after our publicity, Health & Safety and IT support.

OXFORD SAMARITANS

TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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 £196,482 (2022: £194,424) is in keeping with that policy once this expenditure has occurred.

Total funds of the charity stood at £876,072 (2022: £874,014) 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.

Strategy

During the year, the Trustees and the Branch Management Team collaborated to establish a 3-year strategy which identifies goals aligned with the Charity's mission to provide emotional support for people who are experiencing feelings of distress or despair, including those which might lead to suicide. The strategy includes initiatives to ensure the sustainability of the service, when faced with external pressure; to recruit, support and retain volunteers; to increase outreach activities and to raise awareness of the charity within the communities in which we operate; to seek ways to maintain the quality of volunteers' support to callers and encourage self-awareness and reflective practice; and, to continue to value and encourage two-way communication between Oxford Samaritans' branch and the national charity and other branches within the country.

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 2023

The trustees who served during the year were:

M Williams	(Resigned 22 May 2022)
R Mann	
M Jerwood	(Resigned 22 May 2022)
P Hopkins	
M Haddon	(Resigned 22 May 2022)
V Hemming	
P Greenall	
J Martyn	
L Day	(Resigned 22 May 2022)
M Payne	(Resigned 1 December 2022)
P Foster	
J Knight	(Appointed 22 May 2022)
J Human	(Appointed 22 May 2022)
A Bridges	(Appointed 22 May 2022)
L Young	(Appointed 22 May 2022)
J Foster	(Appointed 22 May 2022)

The trustees report was approved by the Board of Trustees.



R Mann

Trustee

Dated: 15.5.23



V Hemming

Trustee

Dated: 15.5.23

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 2023.

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.



Rachel Porter
Richardsons
30 Upper High Street
Thame
Oxfordshire
OX9 3EZ

Dated: *16 May 2023*

OXFORD SAMARITANS

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
<u>Income from:</u>					
Donations and legacies	3	25,597	4,458	30,055	30,664
Charitable activities	4	22,627	-	22,627	21,187
Investments	5	26,922	-	26,922	26,307
Total income		75,146	4,458	79,604	78,158
<u>Expenditure on:</u>					
Raising funds	6	13,798	-	13,798	11,003
Charitable activities	7	59,290	4,458	63,748	61,616
Total resources expended		73,088	4,458	77,546	72,619
Net income for the year/ Net movement in funds		2,058	-	2,058	5,539
Fund balances at 1 April 2022		874,014	-	874,014	868,475
Fund balances at 31 March 2023		876,072	-	876,072	874,014

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 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	12		679,590		679,590
Current assets					
Debtors	13	2,771		3,257	
Cash at bank and in hand		224,082		234,713	
		<u>226,853</u>		<u>237,970</u>	
Creditors: amounts falling due within one year	14	<u>(30,371)</u>		<u>(43,546)</u>	
Net current assets			196,482		194,424
Total assets less current liabilities			<u>876,072</u>		<u>874,014</u>
Income funds					
Unrestricted funds			876,072		874,014
			<u>876,072</u>		<u>874,014</u>

The financial statements were approved by the Trustees on 15.11.23.


R Mann
Trustee


V Hemming
Trustee

OXFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

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.

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.

OXFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

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.

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.

OXFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

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.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Total
	2023	2023	2023	2022
	£	£	£	£
Donations and gifts	25,375	-	25,375	26,862
Grants	-	4,458	4,458	3,668
Other	222	-	222	134
	<u>25,597</u>	<u>4,458</u>	<u>30,055</u>	<u>30,664</u>

OXFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

4 Charitable activities

	Sundry income 2023 £	Collections 2023 £	Marathon income 2023 £	COVID Support 2023 £	Charitable Income 2023 £	Total 2023 £	Total 2022 £
Other income	1,090	2,296	8,990	9,823	428	22,627	21,187

For the year ended 31 March 2022

	Sundry income £	Collections £	Marathon income £	COVID Support £	Charitable Income £	Total 2022 £
Other income	4,874	704	12,077	998	2,534	21,187
Analysis by fund						
Unrestricted funds	4,874	704	12,077	998	2,534	21,187

5 Investments

	Unrestricted funds 2023 £	Total 2022 £
Rental income	26,922	26,307

6 Raising funds

	2023 £	2022 £
<u>Fundraising and publicity</u>		
Fundraising	3,401	3,215
OutReach	623	399
Management fees	3,876	3,788
Repairs for rental property	5,898	3,601
Fundraising and publicity	13,798	11,003

OXFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

7 Charitable activities

	2023 £	2022 £
Telephone	2,831	2,594
Volunteer & officers' expenses	3,625	3,560
	<u>6,456</u>	<u>6,154</u>
Share of support costs (see note 8)	26,820	24,622
Share of governance costs (see note 8)	30,472	30,840
	<u>63,748</u>	<u>61,616</u>
Analysis by fund		
Unrestricted funds	59,290	48,451
Restricted funds	4,458	13,165
	<u>63,748</u>	<u>61,616</u>

8 Support costs

	Support costs £	Governance costs £	2023 £	2022 £
Training and conferences	6,821	-	6,821	4,912
Rates	1,750	-	1,750	2,918
Heat and light	3,444	-	3,444	4,089
Equipment costs	3,216	-	3,216	140
Housekeeping	6,474	-	6,474	7,294
Printing and stationery	311	-	311	299
Insurance	1,886	-	1,886	1,874
Maintenance of premises	2,918	-	2,918	3,096
Bank charges	-	84	84	80
Levy to/(from) Samaritans	-	27,833	27,833	28,325
Professional fees	-	2,555	2,555	2,435
	<u>26,820</u>	<u>30,472</u>	<u>57,292</u>	<u>55,462</u>
Analysed between Charitable activities	<u>26,820</u>	<u>30,472</u>	<u>57,292</u>	<u>55,462</u>

Governance costs includes payments to the Independent Examiner of £2,520 (2022: £2,400) for fees.

OXFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

9 Trustees

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

Trustees' expenses

No trustees (2022: one trustee) were reimbursed for expenses during the year.

10 Employees

There were no employees during the year (2022: nil). The average number of volunteers during the year was estimated to be:

	2023 Number	2022 Number
	170	170

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

11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

12 Tangible fixed assets

	Freehold land and buildings £	Computers £	Total £
Cost			
At 1 April 2022	679,590	3,262	682,852
At 31 March 2023	679,590	3,262	682,852
Depreciation and impairment			
At 1 April 2022	-	3,262	3,262
At 31 March 2023	-	3,262	3,262
Carrying amount			
At 31 March 2023	679,590	-	679,590
At 31 March 2022	679,590	-	679,590

13 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Prepayments and accrued income	2,771	3,257

OXFORD SAMARITANS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

14 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	861	1,831
Other creditors	26,990	28,325
Accruals and deferred income	2,520	13,390
	<u>30,371</u>	<u>43,546</u>

15 Related party transactions

Oxford Samaritans is an affiliated branch of Samaritans.

Included in other creditors is a Branch Affiliation Fee of £26,990 (2022: £28,325) due to be paid to Samaritans.