

Registered Charity CIO Number 1173807

SAMARITANS OF SLOUGH, WINDSOR & MAIDENHEAD CIO
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2025

SAMARITANS OF SLOUGH, WINDSOR & MAIDENHEAD CIO

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2025

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SAMARITANS OF SLOUGH, WINDSOR & MAIDENHEAD CIO

LEGAL AND ADMINISTRATIVE INFORMATION AND TRUSTEE REPORT

STATUS

Samaritans of Slough, Windsor & Maidenhead (the Charity) is a Charitable Incorporated Organisation (CIO) constituted by Deed of Trust dated 13 July 2017 and is a registered charity number 1173807. Its address is Katharine House, 17 Uxbridge Road, Slough, Berks SL1 1SN. It is a public benefit entity.

Under the constitution there shall be at least three members of the Organisation. The initial members of the charity are the first trustees. Additional members shall be such persons as are admitted to membership by the trustees in accordance with the constitution. Membership is terminated in accordance with clause 8.7 of the constitution.

TRUSTEES

The charity trustees during the period to 31st March 2025 were:

Director	Sue Yerburgh	Ex officio from 1 December 2021, retired 31 July 2024
Joint Director & Secretary	Carol Williams	Ex officio from 1 August 2024, retires 31 July 2027
Joint Director	Sara Hughes	Ex officio from 1 August 2024, retires 31 July 2027
Trustee & Secretary	June Cook	Retired 24 July 2024
Trustee & Treasurer	Peter Leach	Elected 24 July 2024, retires 23 July 2025
Trustee	Michael Cook	Retired 17 April 2024
Trustee	Graeme Buck	Elected 24 July 2024, retires 23 July 2025
Trustee	Janet Allen	Elected 24 July 2024, retires 23 July 2025
Trustee	Susan Chapman	Retired 24 July 2024
Trustee	Judy Wright	Co-opted 23 October 2024, retires 23 July 2025

All elected and co-opted trustees retire at the next AGM (23 July 2025) and may offer themselves for re-election, provided that the term for continuous office does not exceed the six year maximum stipulated in the charity's constitution. During the forthcoming year this period will be exceeded for the post of treasurer, a position that must be held by a trustee under the constitution of the charity. The treasurer has indicated that he will offer himself for re-election and accordingly the trustees have adopted clause 12.6 of the constitution which permits re-election due to exceptional circumstances.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Constitution created the CIO on 13 July 2017

Recruitment and Appointment of Trustees

The Branch Director(s) shall serve a term of 3 years. All other Trustees retire annually but may offer themselves for reappointment.

(continued)

SAMARITANS OF SLOUGH, WINDSOR & MAIDENHEAD CIO

LEGAL AND ADMINISTRATIVE INFORMATION AND TRUSTEE REPORT

Trustee Induction and Training

New Trustees are provided with a booklet entitled 'A Trustees Guide for Branch Committee Members'. This identifies five key principles that should underpin all actions taken as a trustee, namely Objectivity, Accountability, Openness, Integrity and Honesty. Trustees are required to undertake training provided on line by Samaritans Central Office.

Risk Management

The Charity carries out regular risk assessments and these are reviewed by the Trustees. The principle risks that have been identified and the steps taken to mitigate those risks are as follows:

- | | |
|--|---------------------------------|
| • Adverse publicity | Regular training |
| • Insufficient volunteers for other duties | Trustees to 'sell' other roles |
| • Trustees being unaware of statutory responsibilities | Training |
| • Personal injury to Volunteers | Maintain safe work space |
| • Too few Volunteers | Regular recruitment initiatives |

In addition, insurance policies are maintained where appropriate.

Organisational Structure

The Trustees meet quarterly to discuss matters relating to the operation of the Charity, each Trustee being entitled to a vote if necessary.

Related Parties

The Charity is affiliated to Samaritan Central Charity, fulfilling the criteria laid down by Samaritan Central Office.

OBJECTIVES, ACTIVITIES AND THE DELIVERY OF PUBLIC BENEFIT

The objects of the Charity are:

- (a) to enable people living in Slough, Windsor & Maidenhead and the surrounding area (but without specific limitations to the area) who are experiencing feelings of distress or despair, including those who may be at risk of suicide, to receive confidential emotional support in order to improve their emotional health and to reduce the incidence of suicide;
- (b) 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
- (c) to collaborate with and support the Samaritans Central Charity and its affiliated branches in fulfilling these objects.

Samaritans' vision is that fewer people die by suicide. We work to achieve this by making it our mission to alleviate emotional distress and reduce the incidence of suicidal feelings and suicidal behaviour.

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SAMARITANS OF SLOUGH, WINDSOR & MAIDENHEAD CIO

LEGAL AND ADMINISTRATIVE INFORMATION AND TRUSTEE REPORT

Public Benefit

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the Branch's aims and objectives in planning future activities. The Branch furthers its charitable purposes for the public benefit by providing confidential emotional support to persons who are suicidal, despairing or in distress.

ACHIEVEMENTS AND PERFORMANCE

An analysis of the branch service provisions, as compared to previous years, is detailed in the table below. It has maintained a satisfactory level of fully trained volunteers to deliver the listening service throughout the year. Outreach and other out of branch activities have continued to ensure a growing public awareness of our presence in our area.

Contacts

The following table shows the number and type of contacts dealt with by the branch's volunteers over the last 3 years. Despite the branch closure for six weeks at the beginning of the year, whilst the refurbishment works were being completed, the number of telephone calls answered have held up remarkably well and hours engaged on the phone have actually increased. As reported last year, the branch no longer offers an email answering service. The number of webchat conversations undertaken has improved as the volunteers trained to provide this service and dedicated webchat duty slots on the rota have increased.

	<u>2024/25</u>	<u>2023/24</u>	<u>2022/23</u>
Telephone Calls	14,802	13,330	15,282
Hours on the phone	3,995	3,355	3,625
Emails (Service withdrawn in 2023)	0	0	590
Webchat	685	286	446

Prisons

Through our dedicated prison team we were able to continue to support the listener scheme at HMP Bronzefield.

Outreach and Awareness Raising

Our strong outreach team have continued to participate in projects either initiated by themselves or co-operating with other agencies and charities.

FINANCIAL REVIEW

The refurbishment of Katharine House was completed during the first quarter of the financial year. Following completion of the refurbishment the designated premises fund increased to £341,940. At the year end the restricted and general funds stood at £19,880 and £34,785 respectively. Overall total funds increased during the year from £386,264 to £396,605.

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SAMARITANS OF SLOUGH, WINDSOR & MAIDENHEAD CIO

LEGAL AND ADMINISTRATIVE INFORMATION AND TRUSTEE REPORT

FINANCIAL REVIEW (Continued)

During the year the majority of our income has been derived from grants received from trust funds and donations received from industry, commerce and private individuals. In addition, we receive a contribution from the management of HMP Bronzefield in recognition of the work we do there. Expenditure is focused entirely on service provision, fundraising costs and premises running and upkeep.

Income (including a restricted training grant for £19,880) and expenditure were £54,776 and £44,437 respectively, resulting in a surplus of £10,339. The costs to complete the refurbishment contract works executed during the year amounted to £76,116. These costs were financed through the utilization of the balance of the designated fabric fund (£29,933) and the restricted refurbishment funds (£43,000). The balance of £3,183 was covered by the general fund.

Principal risks

The principal risks facing the branch are insufficient volunteers to keep the branch open, insufficient funds to run the branch and the possibility of breach of confidentiality.

- New volunteer recruitment is essential to ensure that we always have adequate cover. Through information sessions, and a careful selection process followed by a comprehensive training programme, we have managed to maintain our average number of volunteers at around 100.
- The branch has an experienced fundraising team so that it has the best possible chance of regularly covering its annual costs.
- A cornerstone of the Samaritans' service is that, subject to Samaritans safeguarding policies, all those who contact us are guaranteed absolute confidentiality. Policies and procedures, including DBS checks for volunteers, are in place to reduce the possibility of inadvertent breach of confidentiality.

Reserves policy

As branch income is heavily dependent on donations, either directly, or through our fundraising activities, it can not be guaranteed. The trustees consider that a range of 6 to 9 months of expenditure is an appropriate level at which to maintain the general fund, in order to meet working capital needs. The level at the year end would cover 9.4 months of expenditure which is slightly higher than that set by the trustees.

At the end of the year the branch was awarded a grant of £19,880 from Great Western Railways to fund training for the next 12 months. The trustees have created a restricted fund for this amount from which future training expenses will be drawn.

PLANS FOR FUTURE PERIODS

We are now able to accommodate up to 5 active volunteers in the duty room at the same time. In order to realise this potential we will need to increase our recruitment and training activities. To this end we shall be allocating resources received from training grants to create additional training space upstairs in Katharine House.

We will continue to follow initiatives instigated by Samaritans Central Office and to dedicate ourselves to maintaining the high standard of Samaritan response to all callers at any time of day or night, however they choose to contact us.

(continued)

SAMARITANS OF SLOUGH, WINDSOR & MAIDENHEAD CIO

LEGAL AND ADMINISTRATIVE INFORMATION AND TRUSTEE REPORT

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

Law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each period which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in business.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and subsequent amendments. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

Carol Williams

Sara Hughes

Joint Directors

23 July 2025

SAMARITANS OF SLOUGH, WINDSOR & MAIDENHEAD CIO

FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31ST MARCH 2025

Independent examiner's report to the Trustees of Samaritans of Slough, Windsor & Maidenhead CIO

I report on the accounts of the Charity for the period ended 31st March 2025, which are set out on the following pages.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act; and
- to 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 Commissioner. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of 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 accounts 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 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have 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.

**Roger Keys
41 Walker Road
Maidenhead
Berkshire
SL6 2QU**

Date

SAMARITANS OF SLOUGH, WINDSOR & MAIDENHEAD CIO

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST MARCH 2025

	Year ended 31 March 2025				Year ended 31 March 2024			
	£	£	£	£	£	£	£	£
	Restricted funds	Designated funds	General fund	TOTAL	Restricted funds	Designated funds	General fund	TOTAL
<u>INCOME FROM</u>								
Commercial								
Industry & Commerce	-	-	13,640	13,640	43,000	-	15,461	58,461
Community								
Branch Fundraising	-	-	1,105	1,105	-	-	3,085	3,085
Churches, Clubs etc.	-	-	-	-	-	-	11,300	11,300
Private & Related Gift Aid	-	-	12,927	12,927	-	-	14,904	14,904
	-	-	14,032	14,032	-	-	29,289	29,289
Foundation								
National Lottery	19,880	-	-	19,880	-	-	4,668	4,668
Trust Funds	-	-	1,400	1,400	-	-	3,082	3,082
	-	-	1,400	21,280	-	-	7,750	7,750
Investment Income								
Interest Earned	-	-	199	199	-	-	1,958	1,958
Other Income								
Bronzefield Prison Service	-	-	5,625	5,625	-	-	5,500	5,500
Public Sector								
Local Authorities	-	-	-	-	-	-	-	-
TOTAL	19,880	-	34,896	54,776	43,000	-	59,958	102,958
<u>EXPENDITURE ON</u>								
Raising Funds								
Advertising & Publicity	-	-	544	544	-	-	857	857
Charitable Activities								
Telephone	-	-	1,113	1,113	-	-	1,393	1,393
HMP Bronzefield	-	-	1,669	1,669	-	-	1,673	1,673
	-	-	2,782	2,782	-	-	3,066	3,066
Other - governance costs								
Water, light and heat	-	-	2,877	2,877	-	-	2,405	2,405
Repairs and cleaning	-	-	8,231	8,231	-	-	7,834	7,834
Insurance and rates	-	-	3,739	3,739	-	-	3,252	3,252
IT & Equipment purchases	-	-	2,819	2,819	-	-	1,216	1,216
Centre expenses	-	-	722	722	-	-	590	590
Print, postage and stationery	-	-	799	799	-	-	981	981
Conferences and training	-	-	2,163	2,163	-	-	2,203	2,203
Travelling	-	-	13,664	13,664	-	-	16,128	16,128
Recruitment advertising	-	-	-	-	-	-	-	-
Volunteer care	-	-	677	677	-	-	482	482
Depreciation	-	-	2,306	2,306	-	-	188	188
New branch contribution	-	-	1,130	1,130	-	-	3,000	3,000
Legal & professional	-	-	1,981	1,981	-	-	7,654	7,654
	-	-	41,108	41,108	-	-	45,933	45,933
TOTAL	-	-	44,434	44,434	-	-	49,856	49,856
<u>NET MOVEMENT IN FUNDS</u>	19,880	-	9,538	10,342	43,000	-	10,102	53,102
Transfer between funds	- 43,000	46,183	- 3,183	-	-	-	-	-
Reconciliation of funds:								
Funds balance brought forward 1 April 2024	43,000	295,757	47,507	386,264	-	295,757	37,407	333,164
Fund balance carried forward at 31st March 2025	19,880	341,940	34,786	396,606	43,000	295,757	47,509	386,266

Movements in funds are disclosed in note 4 to the accounts.

SAMARITANS OF SLOUGH, WINDSOR & MAIDENHEAD CIO

BALANCE SHEET AS AT 31ST MARCH 2025

	<u>Notes</u>	2025 £	£	2024 £	£
<u>FIXED ASSETS</u>					
Tangible assets	2		352,295		267,892
<u>CURRENT ASSETS</u>					
Prepayments		1,718		2,336	
Cash at bank & building society		49,820		131,502	
		<u>51,538</u>		<u>133,838</u>	
<u>CREDITORS:</u> Amounts falling due within one year	3	7,227		15,466	
		<u>44,311</u>		<u>118,372</u>	
<u>TOTAL ASSETS LESS CURRENT LIABILITIES</u>		<u>396,606</u>		<u>386,264</u>	
<u>FINANCED BY:</u>					
UNRESTRICTED FUNDS					
General Fund	4	34,786		47,507	
Designated Funds	4	341,940		295,757	
Restricted Funds	4	19,880		43,000	
		<u>396,606</u>		<u>386,264</u>	

Approved by the Trustees on 23 July 2025 and signed on their behalf by:

Trustee & Joint Director (Carol Williams)

Trustee & Treasurer (Peter Leach)

SAMARITANS OF SLOUGH, WINDSOR & MAIDENHEAD CIO

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2025

1 ACCOUNTING POLICIES

The principal accounting policies which are adopted in the financial statements are set out below.

(a) **Basis of Accounting**

the historical cost convention, in accordance with the Charities Act 2011 and follow the recommendations in the Charities SORP (FRS 102): the Statement of Recommended Practice - Accounting & Reporting by Charities and with The Charities (Accounts and Reports) Regulations 2008.

(b) **Depreciation**

Fixed assets other than freehold property are depreciated over their expected useful life.

(c) **Gross fund-raising**

Income from events organised by the charity itself is accounted for when received.

(d) **Voluntary Income**

Income received by way of donations and gifts is accounted for when received.

(e) **Expenditure**

Expenditure is accounted for on the accrual basis.

(f) **Revenue Grants**

Grants for immediate financial support and assistance are accounted for on receipt; grants which are subject to conditions that the charity has yet to fulfil, or which are specifically for use in a future accounting period, are treated as deferred income.

(g) **Donated services**

The value of donated time provided by unpaid volunteers is recognised qualitatively in the Trustee Report but is not quantified in these accounts.

SAMARITANS OF SLOUGH, WINDSOR & MAIDENHEAD CIO

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2025

2 FIXED ASSETS

	Furniture & Fixings	Solar Panels	Property	TOTAL
	£	£	£	£
<u>COST</u>				
At 1 April 2024	-	3,760	265,824	269,584
Additions	10,593	-	76,116	86,709
At 31 March 2025	<u>10,593</u>	<u>3,760</u>	<u>341,940</u>	<u>356,293</u>
<u>DEPRECIATION</u>				
At 1 April 2024	-	1,692	-	1,692
Charge for the period	2,119	187	-	2,306
At 31 March 2025	<u>2,119</u>	<u>1,879</u>	<u>-</u>	<u>3,998</u>
Net book value 31 March 2024	<u>-</u>	<u>2,068</u>	<u>265,824</u>	<u>267,892</u>
Net book value 31 March 2025	<u>8,474</u>	<u>1,881</u>	<u>341,940</u>	<u>352,295</u>

The Charity's freehold premises are at 17 Uxbridge Road, Slough, SL1 1SN. On 17 November 2017 the previously unregistered property was registered at the Land Registry in the name of Samaritans of Slough, Windsor & Maidenhead Charitable Incorporated Organisation. The market value is likely to exceed the carrying value however it is not considered prudent use of charitable funds to obtain a professional valuation. The additions to the property in the year represent the cost of completing the refurbishment works in progress at the beginning of the year.

3 CREDITORS

	<u>2025</u>	<u>2024</u>
Accruals	5,809	6,501
Grants received awaiting satisfaction of precondition	<u>1,418</u>	<u>8,965</u>
	<u>7,227</u>	<u>15,466</u>

SAMARITANS OF SLOUGH, WINDSOR & MAIDENHEAD CIO

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2025

4 MOVEMENTS IN FUNDS

	Restricted Funds	Designated Fabric Fund	Designated Premises Fund	General Funds	Total
	£	£	£	£	£
At 1st April 2024	43,000	29,933	265,824	47,507	386,264
Incoming resources	19,880	-	-	-	19,880
Transfer between funds	(43,000)	(29,933)	76,116	(3,183)	-
Outgoing resources	-	-	-	(9,538)	(9,538)
At 31st March 2025	19,880	-	341,940	34,786	396,606
Represented by:					
Tangible Fixed Assets	-	-	341,940	10,355	352,295
Current Assets	19,880	-	-	31,658	51,538
Current Liabilities	-	-	-	(7,227)	(7,227)
	19,880	-	341,940	34,786	396,606

General Funds	Funds are available for the ordinary purpose of the charity.
Premises Fund	Funds are committed in support of the Charity's freehold, operational and administrative premises.
Fabric Fund	Funds are committed for the refurbishment & improvement of the building
Restricted Funds	Funds are restricted to the prescribed wishes of the donor(s).

5 TRUSTEE REMUNERATION AND EXPENSES

The trustees did not receive any remuneration during the period. It is the policy of the Charity to reimburse in full all expenses properly incurred by its volunteers in connection with its charitable activities. During the period the total amount reimbursed to 10 trustee members in respect of mileage travel costs amounted to £1,890 (2024: eight trustees £3,594).

6 STAFF COSTS & VOLUNTEERS

No employee received remuneration in excess of £60,000. The charity relies solely on the work of unpaid volunteers in the course of undertaking its charitable activities and these costs are not included in the SOFA.

7 LEGAL FORM

The entity is a Charitable Incorporated Organisation, created on 13 July 2017.