

COLCHESTER SAMARITANS

England & Wales · Charity number 1173895

Details

Status Registered

Legal form CIO

Registered 2017-07-21

Register [View on the Charity Commission register](#)

Contact

Address Colchester Samaritans
Walsingham Road Community Hall
Walsingham Road
Colchester
CO2 7BN

Phone 01206 561234

Email colchester.director@samaritans.org

Website www.colchestersamaritans.org

Activities

Objects: TO ENABLE PERSONS IN COLCHESTER 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 OBJECTS.

Activities: To assist people who are suicidal, despairing or in distress. This service is primarily intended for persons in the town of Colchester, Essex and its surrounding areas, (but without specific limitations as to area).

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

Geography

- Essex

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-03-31 | £58,813 | £44,950 | - | - |
| 2024-03-31 | £80,923 | £100,043 | - | - |
| 2023-03-31 | £31,820 | £102,047 | - | - |
| 2022-03-31 | £131,118 | £43,587 | - | - |
| 2021-03-31 | £94,701 | £75,363 | - | - |

Trustees

| Name | Role | Appointed |
|-----------------------------|-------|------------|
| Margaret Anne Jones | Chair | 2024-10-06 |
| Bethany June Margaret Hynds | | 2025-07-30 |
| David Ernest Atterbury | | 2026-05-22 |
| Lynne Finnigan | | 2025-10-05 |
| Rodney John Dass | | 2024-10-06 |
| Ruth Evangeline Yallop | | 2024-10-06 |
| Stephanie Irene Dass | | 2024-10-06 |
| Virginia Susan Druitt | | 2025-10-05 |

Linked charities

- SAMARITANS OF COLCHESTER, TENDRING AND SUFFOLK BORDERS (1173895-1)

COLCHESTER SAMARITANS

England & Wales - Charity number 1173895

Accounts

COLCHESTER SAMARITANS

TRUSTEES

ANNUAL REPORT

Year ending 31 March 2025

Summary of the main activities and achievements of the Charity

Colchester Samaritans (hereinafter referred to as the Charity), was incorporated on 17th July 2017 and became fully operational on 1st October 2017. During the period 1st April 2024 to 31st March 2025 the charity was based at Walsingham Road Community Hall Colchester CO2 7BN and continued to provide a double-manned telephone and online chat service for the benefit of people in need of emotional support both from the local community and from elsewhere in the United Kingdom.

The Charity played a full role in support of Samaritans in the UK and Ireland in line with the objects of the Charity.

Registered name and number

Colchester Samaritans (RC 1173895)

Registered address

Walsingham Road Community Hall
Walsingham Road
Colchester
CO2 7BN

Objects of the Charity

To contribute to the UK wide Samaritans service enabling people who are

1. To contribute to the UK wide Samaritans service enabling people 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.
2. To promote better understanding in society of suicide, suicidal behaviour, and the value of expressing feelings which may otherwise lead to suicide or impaired emotional health in Colchester and the surrounding area.
3. To collaborate with and support the Samaritans Central Charity and its affiliated branches in fulfilling these Objects.

Governance

The Branch is a Charitable Incorporated Organisation within the Samaritan Movement.

The activities of the Charity are regulated by:

1. the Constitution of the Charity dated 21st July 2017. A copy is available on application to the Branch Secretary.
2. the nature of services and policies of The Samaritan Company, as determined from time to time by the Council of Management of The Company.

Organisation and Decision-making Structure of the Charity

1. The Branch Director is responsible for and has absolute authority over the day-to-day conduct and management of the work of the Branch in offering help to suicidal, despairing and/or distressed callers. The Director is in charge of all members of the Branch.
2. The Trustees of the Branch (the Trustees) hold specific responsibility for the control and management of the branch, ensuring the branch is carrying out its purposes for the public benefit and fulfilling its legal and regulatory responsibilities, including the upkeep of the Centre, fund raising and expenditure, publicity, and the general management of material resources.

Trustees

Trustees are appointed at an Annual General Meeting or Extraordinary General Meeting of the Charity, as defined in the Constitution of the Charity. Trustees from 1st April 2024 to 31 March 2025 were:

| | |
|--|---|
| David Atterbury | Rodney Dass (from 6 th October 2024) |
| Caroline Nicholls. | Philip Moseley (from 6 th October 2024 to 3 rd July 2025) |
| Liz Raczi (to 6 th October 2024) | Hilary Savage (to 6 th October 2024) |
| Terry Beech (to 4 th July 2025) | Lynne Finnigan (to 6 th October 2024) |
| Keith Middleton (to 17 th April 2025) | Stephanie Dass (from 6 th October 2024) |
| Ruth Yallop (from 6 th October 2024) | Margaret Jones (from 6 th October 2024) |
| Beth Hynds (co opted 30 th July 2025) | |

Officers at 31 March 2025 were:

| | |
|-----------------|-------------------|
| Branch Director | Margaret Jones |
| Secretary | Caroline Nicholls |
| Treasurer | David Atterbury |

Professional advisers at 31 March 2025 were:

Independent Examiners Quantic Accountancy Ltd, 1 Second Avenue, Halstead CO9 2SU

Bankers Barclays Bank, 40-41 High Street, Chelmsford CM1 1BE
The Co-operative Bank plc, P.O. Box 250, Skelmersdale, WN8 6WT

Annual accounts

The Accounts for the year ending to 31st March 2025 constitute part of this report and are attached as an Appendix. They have been prepared on a payments and receipts basis to conform to the Charities Act 2011. They have been subject to independent examination only by the Independent Examiner as an audit is not required as provided under Section 144 of this Act. The Statement of Financial Affairs records an excess of income over expenditure, excluding depreciation, of £23,439.

The Trustee's policy is to maintain sufficient reserves to allow the Charity to continue to function for at least a year if there were to be a serious decline in income. The Branch needs approximately £65,000 a year to maintain current levels of activity. In addition, reserves are needed to maintain the premises and to fund periodic improvements. The current assets are sufficient for these purposes currently.

Use of the Charity's service

Figures are available for the period 1st April 2024 to 31st March 2025:

1. The Charity maintained a 365 day service.
2. The Charity was contacted by callers using the telephone 21,861 times in total.
3. Our volunteers engaged with 598 online chats.
4. There were 94 requests for contact received (of which contact was made with 86 service users, a success rate of 91%) from our partnership with the EPUT.

Recruitment, selection and profile of volunteers

Figures are available for the period 1st April 2024 to 31st March 2025:

1. 73 people enquired about volunteering.
2. Of those, 37 were accepted for training.
3. We operated our service with 106 active listening volunteers and 33 support volunteers.
4. Volunteers on average do 1 duty a week which ranges from 2.5 to 3 hours during the day and 4.5 hours at night.

Related activities

The Charity has no employees, and all its work is undertaken on a voluntary basis. This includes considerable additional time and effort to enable the Objects of the Charity to be met.

In the period 1st April 2024 to 31st March 2025 this included:

1. Outreach work in secondary schools, MCTC and Essex University continues, and we have extended our reach to refugees in Clacton, and the homeless. There are regular monthly visits to Emmaus, Open Road, Network Rail and from time to time, Harwich Salvation Army, HEART Community Drop-in. We attended the Colchester Pride Festival in August.
2. Fundraising Book Fairs, Collections at retail venues and public events, in-house events and sponsorships. Donations are down on the past and we are having to work harder to cover our costs.
3. Our partnership with the Mental Health Trust (EPUT) continues to thrive and we make calls to patients needing emotional support who are referred to us from the Trust.

Copies of this report may be obtained by writing to the Secretary at Samaritans, Walsingham Road Community Hall, Colchester CO2 7BN (a small charge will be made to cover postage and printing). Further information about the work of the Charity may be obtained by writing to the Director at the same address.

Received and approved by vote of the Trustees:

Director: Margaret Jones

Secretary: Caroline Nicholls Date:

Received by the membership at the AGM, 5th October 2025

Director: Margaret Jones

Secretary: Caroline Nicholls Date:

COLCHESTER SAMARITANS

ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2025

Independent Examiner's Report to the Trustees of Colchester Samaritans

I am reporting on the Accounts of Colchester Samaritans ended 31st March 2025 which are set out on Pages 2 to 7.

Respective responsibilities of trustees and the examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 Commissioners. 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 seeking explanations from the 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 (other than that disclosed below):

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 Charities Act;
 - to prepare accounts which accord with the accounting records and to comply with the
 - accounting requirements of the Charities 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.

Name: Mr Stuart Foster (FCCA)

Professional Qualification: ACCA

Address: Quantic Accountancy Ltd, 1 Second Avenue, Halstead, Essex CO9 2SU

Date: 15 July 2025

COLCHESTER SAMARITANS**STATEMENT OF FINANCIAL ACTIVITIES**
FOR THE YEAR ENDING 31st MARCH 2025

| | Note | All Funds 2025 £ | All Funds 2024 £ |
|--|------|------------------------|------------------------|
| <u>Incoming Resources</u> | | | |
| Book Fair | | 3,956 | 3,000 |
| Donations and Gifts | | 14,244 | 48,637 |
| Fundraising Events | | 12,376 | 4,305 |
| Grants Receivable | | 11,000 | 9,500 |
| Gift Aid | | 1,829 | 5,444 |
| Legacies | | 15,399 | |
| Sale of Van | | | 10,023 |
| Interest | | 9 | 14 |
| Total Incoming Resources | | <u>58,813</u> | <u>80,923</u> |
| <u>Resources Expended</u> | | | |
| Depreciation of Fixed Assets | | 9,576 | 9,405 |
| Direct Charitable Expenditure | 3 | 19,874 | 55,664 |
| Fundraising and Publicity Costs | 4 | 7,158 | 8,116 |
| Management and Administration Costs | 5 | 8,342 | 26,858 |
| Total Resources Expended | | <u>44,950</u> | <u>100,043</u> |
| Net Incoming /(outgoing) resources | | 13,863 | (19,120) |
| Balance brought forward at 1 April 2024 | | 492,376 | 511,496 |
| Balance carried forward at 31 March 2025 | | <u>506,239</u> | <u>492,376</u> |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANS**BALANCE SHEET AS AT 31st MARCH 2025**

| | Note | 2025 | | 2024 | |
|------------------------------|------|---------|----------------|---------|----------------|
| | | £ | £ | £ | £ |
| Tangible Fixed Assets | 6 | | 382,455 | | 383,545 |
| Current Assets | | | | | |
| Cash at Bank | | 123,784 | | 108,831 | |
| Current Assets | | 506,239 | | 492,376 | |
| | | | | | |
| | | | | | |
| | | | | | |
| Net Total Assets | | | 506,239 | | 492,376 |
| Represented by: | | | | | |
| General | 7 | 123,784 | | 108,831 | |
| Fixed Assets | 7 | 382,455 | | 383,545 | |
| | | | <u>506,239</u> | | <u>492,376</u> |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANS

Notes to the Accounts for the period ending 31st March 2025

1. ACCOUNTING POLICIES

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

b) Voluntary income received by way of donations and gifts is included in the Statement of Financial Activities (the “SOFA”) when received. Gifts in kind are valued and brought in as income and the appropriate expenditure.

c) Gross fund-raising income from events organised by the charity itself is included in the SOFA when received. Where deemed material, fund-raising proceeds not yet received by the charity at the end of year end have also been taken into income at the Trustees’ estimate of ‘likely receivable amount’.

d) Gift Aid and other income received by the charity in respect of which a claim for repayment of tax has or will be made is grossed up for the tax recoverable and this gross amount recognised in the SOFA.

e) Income from legacies is included in the SOFA when received or when the Trustees are satisfied the charity has a legally enforceable right of receipt of a conservatively measurable sum.

f) Revenue grants for immediate financial support and assistance are recognised in the SOFA on receipt and on satisfaction of any preconditions.

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

h) Any costs which cannot be specifically identified to another functional activity of the charity are included in the management and administration function.

i) Depreciation is provided on all tangible fixed assets of material value held by the charity for its own use on a straight line basis so as to write off their costs over the estimated useful lives as follows:

| | |
|--|----------|
| Freehold Property | 50 years |
| Computers and other office equipment/furniture | 4 years |

j) No provision for taxation is included in the accounts as the charity is entitled to the exemption from tax afforded by Section 505 on the Income and Corporation Taxes Act 1988.

| | 2025 | 2024 | |
|--|---------------|---------------|-----|
| <u>2. PREMISES OVERHEADS</u> | | | |
| Water, Light and Heat | 3,107 | 4,879 | |
| Repairs and Renewals | 13,264 | 18,597 | |
| Cleaning and Housekeeping | 3,762 | 2,915 | |
| Office Telephone | 1,683 | 1,534 | |
| Insurance | 3,350 | 2,472 | |
| Rent | | | |
| Total for Year | 25,166 | 30,397 | |
| Allocated to: - | | | % |
| Direct Charitable Expenditure | 16,358 | 19,758 | 65 |
| Fundraising and Publicity | 6,291 | 7,599 | 25 |
| Management and Administration | 2,517 | 3,040 | 10 |
| Total Allocation for Year | 25,166 | 30,397 | 100 |
| <u>3.DIRECT CHARITABLE EXPENDITURE</u> | | | |
| Emergency Telephone | 930 | 1,143 | |
| Volunteers Training and Support Costs | 185 | 312 | |
| Volunteers Expenses | 1,053 | 28,290 | |
| Publicity | 112 | 4,353 | |
| Postage, Stationery & IT | 1,236 | 1,808 | |
| Share of Premises Overheads (see note 2) | 16,358 | 19,758 | |
| Total for Year | 19,874 | 55,664 | |
| <u>4. FUNDRAISING AND PUBLICITY COSTS</u> | | | |
| Fundraising Expenses | 867 | 517 | |
| Share of Premises Overheads (see note 2) | 6,291 | 7,599 | |
| Total for Year | 7,158 | 8,116 | |
| <u>5. MANAGEMENT AND ADMINISTRATION COSTS</u> | | | |
| Regional Conference | 1,860 | 1,861 | |
| Bank Charges | 163 | 243 | |
| Contribution to General Office Support | 3,237 | 19,468 | |
| Three Rings | 350 | 326 | |
| Professional Fees | 180 | 180 | |
| Van Expenses | | 1,705 | |
| Branch Visit | | | |
| Sundry Expenses | 35 | 35 | |
| Share of Premises Overheads (see note 2) | 2,517 | 3,040 | |
| Total for Period | 8,342 | 26,858 | |

6. TANGIBLE FIXED ASSETS

| | Van | Freehold Property Walsingham Road | Total |
|--------------------------------|-----|--------------------------------------|-----------------------|
| <u>Cost</u> | £ | £ | £ |
| At 31 st March 2024 | | 470,307 | 470,307 |
| Additions in period | | 8,486 | 8,486 |
| At 31 st March 2025 | | <u>478,793</u> | <u>478,793</u> |
| <u>Depreciation</u> | | | |
| At 31 st March 24 | | 86,762 | 86,762 |
| Charge for year | | 9,576 | 9,576 |
| At 31 st March 2025 | | <u>96,338</u> | <u>96,338</u> |
| | | | |
| <u>Net Book Value</u> | | | |
| At 31 March 2024 | | <u>383,545</u> | <u>383,545</u> |
| | | | |
| At 31 March 2025 | | <u>382,455</u> | <u>382,455</u> |

7. RECONCILIATION OF FUNDS

| | General | Designated Funds | Total |
|--------------------------------------|-----------------------|-----------------------|-----------------------|
| | £ | £ | £ |
| At 1st April 2024 | 108,831 | 383,545 | 492,376 |
| Surplus for the Year | 14,953 | (1,090) | 13,863 |
| At 31st March 2025 | <u>123,784</u> | <u>382,455</u> | <u>506,239</u> |
| Represented by: | | | |
| Tangible Fixed Assets | | 382,455 | 382,455 |
| Current Assets | 123,784 | | 123,784 |
| | <u>123,784</u> | <u>382,455</u> | <u>506,239</u> |

General Fund: Funds are held available for the ordinary purposes of the charity.

8. STAFF COSTS AND NUMBERS.

No staff was employed by the charity during the period 1st April 2024 to 31st March 2025.

9. TRUSTEES' REMUNERATION AND EXPENSES

None of the charity's trustees were directly or indirectly remunerated in any way. 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 year, the total amount reimbursed to the trustees, members of the charity's Management Committee, in respect of travel costs for attending meetings, telephone, postage and other similar expenses is disclosed in page 5, note 3.

10. INDEMNITY INSURANCE.

Samaritans has centrally effected professional indemnity insurance to protect employees, Trustees, Directors and other volunteer members of all Samaritan branches.

COLCHESTER SAMARITANS

ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2025

Independent Examiner's Report to the Trustees of Colchester Samaritans

I am reporting on the Accounts of Colchester Samaritans ended 31st March 2025 which are set out on Pages 2 to 7.

Respective responsibilities of trustees and the examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 Commissioners. 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 seeking explanations from the 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 (other than that disclosed below):

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 Charities Act;
 - to prepare accounts which accord with the accounting records and to comply with the
 - accounting requirements of the Charities 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.

Name: Mr Stuart Foster (FCCA)

Professional Qualification: ACCA

Address: Quantic Accountancy Ltd, 1 Second Avenue, Halstead, Essex CO9 2SU

Date: 15 July 2025

COLCHESTER SAMARITANS**STATEMENT OF FINANCIAL ACTIVITIES**
FOR THE YEAR ENDING 31st MARCH 2025

| | Note | All Funds 2025 £ | All Funds 2024 £ |
|--|------|------------------------|------------------------|
| <u>Incoming Resources</u> | | | |
| Book Fair | | 3,956 | 3,000 |
| Donations and Gifts | | 14,244 | 48,637 |
| Fundraising Events | | 12,376 | 4,305 |
| Grants Receivable | | 11,000 | 9,500 |
| Gift Aid | | 1,829 | 5,444 |
| Legacies | | 15,399 | |
| Sale of Van | | | 10,023 |
| Interest | | 9 | 14 |
| Total Incoming Resources | | <u>58,813</u> | <u>80,923</u> |
| <u>Resources Expended</u> | | | |
| Depreciation of Fixed Assets | | 9,576 | 9,405 |
| Direct Charitable Expenditure | 3 | 19,874 | 55,664 |
| Fundraising and Publicity Costs | 4 | 7,158 | 8,116 |
| Management and Administration Costs | 5 | 8,342 | 26,858 |
| Total Resources Expended | | <u>44,950</u> | <u>100,043</u> |
| Net Incoming /(outgoing) resources | | 13,863 | (19,120) |
| Balance brought forward at 1 April 2024 | | 492,376 | 511,496 |
| Balance carried forward at 31 March 2025 | | <u>506,239</u> | <u>492,376</u> |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANS**BALANCE SHEET AS AT 31st MARCH 2025**

| | Note | 2025 | | 2024 | |
|------------------------------|------|---------|----------------|---------|----------------|
| | | £ | £ | £ | £ |
| Tangible Fixed Assets | 6 | | 382,455 | | 383,545 |
| Current Assets | | | | | |
| Cash at Bank | | 123,784 | | 108,831 | |
| Current Assets | | 506,239 | | 492,376 | |
| | | | | | |
| | | | | | |
| | | | | | |
| Net Total Assets | | | 506,239 | | 492,376 |
| Represented by: | | | | | |
| General | 7 | 123,784 | | 108,831 | |
| Fixed Assets | 7 | 382,455 | | 383,545 | |
| | | | <u>506,239</u> | | <u>492,376</u> |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANS

Notes to the Accounts for the period ending 31st March 2025

1. ACCOUNTING POLICIES

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

b) Voluntary income received by way of donations and gifts is included in the Statement of Financial Activities (the “SOFA”) when received. Gifts in kind are valued and brought in as income and the appropriate expenditure.

c) Gross fund-raising income from events organised by the charity itself is included in the SOFA when received. Where deemed material, fund-raising proceeds not yet received by the charity at the end of year end have also been taken into income at the Trustees’ estimate of ‘likely receivable amount’.

d) Gift Aid and other income received by the charity in respect of which a claim for repayment of tax has or will be made is grossed up for the tax recoverable and this gross amount recognised in the SOFA.

e) Income from legacies is included in the SOFA when received or when the Trustees are satisfied the charity has a legally enforceable right of receipt of a conservatively measurable sum.

f) Revenue grants for immediate financial support and assistance are recognised in the SOFA on receipt and on satisfaction of any preconditions.

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

h) Any costs which cannot be specifically identified to another functional activity of the charity are included in the management and administration function.

i) Depreciation is provided on all tangible fixed assets of material value held by the charity for its own use on a straight line basis so as to write off their costs over the estimated useful lives as follows:

| | |
|--|----------|
| Freehold Property | 50 years |
| Computers and other office equipment/furniture | 4 years |

j) No provision for taxation is included in the accounts as the charity is entitled to the exemption from tax afforded by Section 505 on the Income and Corporation Taxes Act 1988.

| | 2025 | 2024 | |
|--|---------------|---------------|-----|
| <u>2. PREMISES OVERHEADS</u> | | | |
| Water, Light and Heat | 3,107 | 4,879 | |
| Repairs and Renewals | 13,264 | 18,597 | |
| Cleaning and Housekeeping | 3,762 | 2,915 | |
| Office Telephone | 1,683 | 1,534 | |
| Insurance | 3,350 | 2,472 | |
| Rent | | | |
| Total for Year | 25,166 | 30,397 | |
| Allocated to: - | | | % |
| Direct Charitable Expenditure | 16,358 | 19,758 | 65 |
| Fundraising and Publicity | 6,291 | 7,599 | 25 |
| Management and Administration | 2,517 | 3,040 | 10 |
| Total Allocation for Year | 25,166 | 30,397 | 100 |
| <u>3.DIRECT CHARITABLE EXPENDITURE</u> | | | |
| Emergency Telephone | 930 | 1,143 | |
| Volunteers Training and Support Costs | 185 | 312 | |
| Volunteers Expenses | 1,053 | 28,290 | |
| Publicity | 112 | 4,353 | |
| Postage, Stationery & IT | 1,236 | 1,808 | |
| Share of Premises Overheads (see note 2) | 16,358 | 19,758 | |
| Total for Year | 19,874 | 55,664 | |
| <u>4. FUNDRAISING AND PUBLICITY COSTS</u> | | | |
| Fundraising Expenses | 867 | 517 | |
| Share of Premises Overheads (see note 2) | 6,291 | 7,599 | |
| Total for Year | 7,158 | 8,116 | |
| <u>5. MANAGEMENT AND ADMINISTRATION COSTS</u> | | | |
| Regional Conference | 1,860 | 1,861 | |
| Bank Charges | 163 | 243 | |
| Contribution to General Office Support | 3,237 | 19,468 | |
| Three Rings | 350 | 326 | |
| Professional Fees | 180 | 180 | |
| Van Expenses | | 1,705 | |
| Branch Visit | | | |
| Sundry Expenses | 35 | 35 | |
| Share of Premises Overheads (see note 2) | 2,517 | 3,040 | |
| Total for Period | 8,342 | 26,858 | |

6. TANGIBLE FIXED ASSETS

| | Van | Freehold Property Walsingham Road | Total |
|--------------------------------|-----|--------------------------------------|----------------|
| <u>Cost</u> | £ | £ | £ |
| At 31 st March 2024 | | 470,307 | 470,307 |
| Additions in period | | 8,486 | 8,486 |
| At 31 st March 2025 | | 478,793 | 478,793 |
| <u>Depreciation</u> | | | |
| At 31 st March 24 | | 86,762 | 86,762 |
| Charge for year | | 9,576 | 9,576 |
| At 31 st March 2025 | | 96,338 | 96,338 |
| | | | |
| <u>Net Book Value</u> | | | |
| At 31 March 2024 | | 383,545 | 383,545 |
| | | | |
| At 31 March 2025 | | 382,455 | 382,455 |

7. RECONCILIATION OF FUNDS

| | General | Designated Funds | Total |
|--------------------------------------|----------------|---------------------|----------------|
| | £ | £ | £ |
| At 1st April 2024 | 108,831 | 383,545 | 492,376 |
| Surplus for the Year | 14,953 | (1,090) | 13,863 |
| At 31st March 2025 | 123,784 | 382,455 | 506,239 |
| Represented by: | | | |
| Tangible Fixed Assets | | 382,455 | 382,455 |
| Current Assets | 123,784 | | 123,784 |
| | 123,784 | 382,455 | 506,239 |

General Fund: Funds are held available for the ordinary purposes of the charity.

8. STAFF COSTS AND NUMBERS.

No staff was employed by the charity during the period 1st April 2024 to 31st March 2025.

9. TRUSTEES' REMUNERATION AND EXPENSES

None of the charity's trustees were directly or indirectly remunerated in any way. 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 year, the total amount reimbursed to the trustees, members of the charity's Management Committee, in respect of travel costs for attending meetings, telephone, postage and other similar expenses is disclosed in page 5, note 3.

10. INDEMNITY INSURANCE.

Samaritans has centrally effected professional indemnity insurance to protect employees, Trustees, Directors and other volunteer members of all Samaritan branches.

COLCHESTER SAMARITANS

England & Wales - Charity number 1173895

Accounts

COLCHESTER SAMARITANS

TRUSTEES

ANNUAL REPORT

Year ending 31 March 2024

Summary of the main activities and achievements of the Charity

Colchester Samaritans (hereinafter referred to as the Charity), was incorporated on 17th July 2017 and became fully operational on 1st October 2017. During the period 1st April 2023 to 31st March 2024 the charity was based at Walsingham Road Community Hall Colchester CO2 7BN and continued to provide a double-manned telephone and online chat service for the benefit of people in need of emotional support both from the local community and from elsewhere in the United Kingdom.

The Charity played a full role in support of Samaritans in the UK and Ireland in line with the objects of the Charity.

Registered name and number

Colchester Samaritans (RC 1173895)

Registered address

Walsingham Road Community Hall
Walsingham Road
Colchester
CO2 7BN

Objects of the Charity

1. To enable persons in Colchester 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.
2. To promote better understanding in society of suicide, suicidal behaviour, and the value of expressing feelings which may otherwise lead to suicide or impaired emotional health.
3. To collaborate with and support the Samaritans Central Charity and its affiliated branches in fulfilling these Objects.

Governance

The Branch is a Charitable Incorporated Organisation within the Samaritan Movement.

The activities of the Charity are regulated by:

1. the Constitution of the Charity dated 21st July 2017. A copy is available on application to the Branch Secretary.
2. the nature of services and policies of The Samaritan Company, as determined from time to time by the Council of Management of The Company.

Organisation and Decision-making Structure of the Charity

1. The Branch Director is responsible for and has absolute authority over the day-to-day conduct and management of the work of the Branch in offering help to suicidal, despairing and/or distressed callers. The Director is in charge of all members of the Branch.
2. The Trustees of the Branch (the Trustees) hold specific responsibility for the control and management of the branch, ensuring the branch is carrying out its purposes for the public benefit and fulfilling its legal and regulatory responsibilities, including the upkeep of the Centre, fund raising and expenditure, publicity, and the general management of material resources.

Trustees

Trustees are appointed at an Annual General Meeting or Extraordinary General Meeting of the Charity, as defined in the Constitution of the Charity. Trustees from 1st April 2023 to 31 March 2024 were:

| | |
|---|--|
| David Atterbury | Rodney Dass (to 1 st October 2023) |
| Liz Raczi | Philip Moseley (to 1 st October 2023) |
| Caroline Nicholls | Hilary Savage |
| Terry Beech | Lynne Finnigan |
| Keith Middleton (Co-opted 19 th June 2024) | |

Officers at 31 March 2024 were:

| | |
|-----------------|-------------------|
| Branch Director | Lynne Finnigan |
| Secretary | Caroline Nicholls |
| Treasurer | David Atterbury |

Professional advisers at 31 March 2024 were:

| | |
|-----------------------|--|
| <u>Auditor</u> | Quantic Accountancy Ltd, 1 Brewery House, Brook Street, Wivenhoe, CO7 9DS |
| <u>Bankers</u> | Barclays Bank, 40-41 High Street, Chelmsford CM1 1BE The Co-operative Bank plc, P.O. Box 250, Skelmersdale, WN8 6WT |

Annual accounts

The Accounts for the year ending to 31st March 2024 constitute part of this report and are attached as an Appendix. They have been prepared on a payments and receipts basis to conform to the Charities Act 2011. They have been subject to independent examination only by the Auditor as an audit is not required as provided under Section 144 of this Act. The Statement of Financial Affairs records an excess of expenditure over income, excluding depreciation, of £9,715.

The Trustee's policy is to maintain sufficient reserves to allow the Charity to continue to function for at least a year if there were to be a serious decline in income. The Branch needs approximately £65,000 a year to maintain current levels of activity. In addition, reserves are needed to maintain the premises and to fund periodic improvements. The current assets are sufficient for these purposes currently.

Use of the Charity's service

Figures are available for the period 1st April 2023 to 31st March 2024:

1. The Charity maintained a 311-day service as closed for a period to allow refurbishment.
2. The Charity was contacted by callers using the telephone 18,613 times in total.
3. Our volunteers engaged with 464 online chats.
4. There were 71 requests for contact received (of which contact was made with 56 service users, a success rate of 78%) from our partnership with the EPUT.

Recruitment, selection and profile of volunteers

Figures are available for the period 1st April 2023 to 31st March 2024:

1. 44 people enquired about volunteering.
2. Of those, 40 were accepted for training.

3. We operated our service with 100 active listening volunteers and 34 support volunteers.
4. Volunteers on average do 1 duty a week which ranges from 2.5 to 3 hours during the day and 4.5 hours at night.

Related activities

The Charity has no employees, and all its work is undertaken on a voluntary basis. This includes considerable additional time and effort to enable the Objects of the Charity to be met.

In the period 1st April 2023 to 31st March 2024 this included:

1. Outreach work in secondary schools, MCTC and Essex University continues, and we have extended our reach to refugees in Clacton, and the homeless.
2. Fundraising has been fully re-established since Covid including Book Fairs, Collections at retail venues and public events, in-house events and sponsorships. Donations are down on the past and we are having to work harder to cover our costs.
3. Major refurbishment of our Duty Room has been completed providing a more user-friendly working environment and incorporating the online chat service which previously operated from another part of the building.
4. Our partnership with the Mental Health Trust (EPUT) continues to thrive and we make calls to patients needing emotional support who are referred to us from the Trust.

Copies of this report may be obtained by writing to the Secretary at Samaritans, Walsingham Road Community Hall, Colchester CO2 7BN (a small charge will be made to cover postage and printing). Further information about the work of the Charity may be obtained by writing to the Director at the same address.

Received and approved by vote of the Trustees:

Director: Lynne Finnigan

Secretary: Caroline Nicholls Date:

Received by the membership at the AGM, 6th October 2024

Director: Lynne Finnigan

Secretary: Caroline Nicholls Date:

COLCHESTER SAMARITANS

ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2024

Independent Examiner's Report to the Trustees of Colchester Samaritans

I am reporting on the Accounts of Colchester Samaritans ended 31st March 2024 which are set out on Pages 2 to 7.

Respective responsibilities of trustees and the examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 Commissioners. 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 seeking explanations from the 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 (other than that disclosed below):

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 Charities Act;
 - to prepare accounts which accord with the accounting records and to comply with the
 - accounting requirements of the Charities 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.

Name: Mr Stuart Foster (FCCA)

Professional Qualification: ACCA

Address: Quantic Accountancy Ltd, 1 Second Avenue, Halstead, Essex CO9 2SU Date:

24 July 2024

COLCHESTER SAMARITANSSTATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31st MARCH 2024

| | Note | All Funds 2023 £ | All Funds 2024 £ |
|--|------|------------------------|------------------------|
| <u>Incoming Resources</u> | | | |
| Book Fair | | 1,605 | 3,000 |
| Donations and Gifts | | 13,704 | 48,637 |
| Fundraising Events | | 11,768 | 4,305 |
| Grants Receivable | | 3,500 | 9,500 |
| Gift Aid | | 1,229 | 5,444 |
| Insurance Refund | | - | 23 |
| Profit on Sale of Van | | - | 10,000 |
| Interest | | 14 | 14 |
| Total Incoming Resources | | <u>31,820</u> | <u>80,923</u> |
| <u>Resources Expended</u> | | | |
| Depreciation of Fixed Assets | | 8,435 | 9,405 |
| Direct Charitable Expenditure | 3 | 13,217 | 55,664 |
| Fundraising and Publicity Costs | 4 | 7,333 | 8,116 |
| Management and Administration Costs | 5 | 73,000 | 26,858 |
| Total Resources Expended | | <u>102,047</u> | <u>100,043</u> |
| Net Incoming /(outgoing) resources | | (70,227) | (19,120) |
| Balance brought forward at 1 April 2023 | | 581,723 | 511,496 |
| Balance carried forward at 31 March 2024 | | <u>511,496</u> | <u>492,376</u> |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANSBALANCE SHEET AS AT 31st MARCH 2024

| | Note | 2023 | | 2024 | |
|------------------------------|------|---------|----------------|---------|----------------|
| | | £ | £ | £ | £ |
| Tangible Fixed Assets | 6 | | 347,498 | | 383,545 |
| Current Assets | | | | | |
| Cash at Bank | | 163,998 | | 108,831 | |
| Current Assets | | 511,496 | | 492,376 | |
| | | | | | |
| Net Total Assets | | | 347,496 | | 492,376 |
| Represented by: | | | | | |
| General | 7 | 163,998 | | 108,831 | |
| Fixed Assets | 7 | 347,496 | | 383,545 | |
| | | | <u>511,496</u> | | <u>492,376</u> |

The notes on pages 4 to 7 form part of these accounts

Page 4

COLCHESTER SAMARITANS

Notes to the Accounts for the period ending 31st March 2024

1. ACCOUNTING POLICIES

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

- b) Voluntary income received by way of donations and gifts is included in the Statement of Financial Activities (the "SOFA") when received. Gifts in kind are valued and brought in as income and the appropriate expenditure.
- c) Gross fund-raising income from events organised by the charity itself is included in the SOFA when received. Where deemed material, fund-raising proceeds not yet received by the charity at the end of year end have also been taken into income at the Trustees' estimate of 'likely receivable amount'.
- d) Gift Aid and other income received by the charity in respect of which a claim for repayment of tax has or will be made is grossed up for the tax recoverable and this gross amount recognised in the SOFA.
- e) Income from legacies is included in the SOFA when received or when the Trustees are satisfied the charity has a legally enforceable right of receipt of a conservatively measurable sum.
- f) Revenue grants for immediate financial support and assistance are recognised in the SOFA on receipt and on satisfaction of any preconditions.
- g) Premises overheads are aggregated and allocated to the various functional activities of the charity on a percentage basis determined by the Trustees and disclosed in a note.
- h) Any costs which cannot be specifically identified to another functional activity of the charity are included in the management and administration function.
- i) Depreciation is provided on all tangible fixed assets of material value held by the charity for its own use on a straight line basis so as to write off their costs over the estimated useful lives as follows:
- | | |
|--|----------|
| Freehold Property | 50 years |
| Computers and other office equipment/furniture | 4 years |
- j) No provision for taxation is included in the accounts as the charity is entitled to the exemption from tax afforded by Section 505 on the Income and Corporation Taxes Act 1988.

Page 5

| | 2023 | 2024 | |
|-------------------------------------|---------------|---------------|-----|
| <u>2. PREMISES OVERHEADS</u> | | | |
| Water, Light and Heat | 2,791 | 4,879 | |
| Repairs and Renewals | 4,244 | 18,597 | |
| Cleaning and Housekeeping | 3,180 | 2,915 | |
| Office Telephone | 1,393 | 1,534 | |
| Insurance | 2,712 | 2,472 | |
| Rent | 164 | | |
| Total for Year | 14,484 | 30,397 | |
| Allocated to: - | | | % |
| Direct Charitable Expenditure | 9,415 | 19,758 | 65 |
| Fundraising and Publicity | 3,621 | 7,599 | 25 |
| Management and Administration | 1,448 | 3,040 | 10 |
| Total Allocation for Year | 14,484 | 30,397 | 100 |

| | | |
|--|---------------|---------------|
| <u>3.DIRECT CHARITABLE EXPENDITURE</u> | | |
| Emergency Telephone | 1,427 | 1,143 |
| Volunteers Training and Support Costs | 168 | 312 |
| Volunteers Expenses | 1,654 | 28,290 |
| Publicity | 385 | 4,353 |
| Postage, Stationery & IT | 168 | 1,808 |
| Share of Premises Overheads (see note 2) | 9,415 | 19,758 |
| Total for Year | 13,217 | 55,664 |
| <u>4. FUNDRAISING AND PUBLICITY COSTS</u> | 3,712 | |
| Fundraising Expenses | 3,621 | 517 |
| Share of Premises Overheads (see note 2) | | 7,599 |
| Total for Year | 7,333 | 8,116 |
| <u>5. MANAGEMENT AND ADMINISTRATION COSTS</u> | | |
| Regional Conference | 1,121 | 1,861 |
| Bank Charges | 242 | 243 |
| Contribution to General Office Support | 67,928 | 19,468 |
| Three Rings | 261 | 326 |
| Professional Fees | | 180 |
| Van Expenses | 1,930 | 1,705 |
| Branch Visit | | |
| Sundry Expenses | 70.00 | 35 |
| Share of Premises Overheads (see note 2) | 1,448 | 3,040 |
| Total for Period | 73,000 | 26,858 |

6. TANGIBLE FIXED ASSETS

7. RECONCILIATION OF FUNDS

| | Van | Freehold Property Walsingham Road | Total |
|-------------------------|----------------|--------------------------------------|----------------|
| Cost | £ | £ | £ |
| At 31 March 2023 | 25,080 | 424,855 | 449,935 |
| Additions in period | - | 45,452 | 45,452 |
| Disposals in period | (25,080) | - | (25,080) |
| At 31 March 2024 | - | 470,307 | 470,307 |
| Depreciation | | | |
| At 31 March 2023 | 25,080 | 77,357 | 102,437 |
| Charge for year | - | 9,405 | 9,405 |
| Eliminated on disposal | (25,080) | - | (25,080) |
| At 31 March 2024 | - | 86,762 | 86,762 |
| Net Book Value | | | |
| At 31 March 2023 | - | 347,498 | 347,498 |
| At 31 March 2024 | - | 383,545 | 383,545 |
| | General | Designated Funds | Total |
| | £ | £ | £ |
| At 1 April 2023 | 163,998 | 347,498 | 511,496 |
| Surplus for the Year | (55,167) | 36,047 | (19,120) |
| At 31 March 2024 | 108,831 | 383,545 | 492,376 |
| Represented by: | | | |
| Tangible Fixed Assets | | 383,545 | 383,545 |
| Current Assets | 108,831 | | 108,831 |
| | 108,831 | 383,545 | 492,376 |

General Fund: Funds are held available for the ordinary purposes of the charity.

8. STAFF COSTS AND NUMBERS.

No staff were employed by the charity during the period 1st April 2023 to 31st March 2024.

9. TRUSTEES' REMUNERATION AND EXPENSES

None of the charity's trustees were directly or indirectly remunerated in any way. 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 year, the total amount reimbursed to the trustees, members of the charity's Management Committee, in respect of travel costs for attending meetings, telephone, postage and other similar expenses is disclosed in page 5, note 3.

10. INDEMNITY INSURANCE.

Samaritans has centrally effected professional indemnity insurance to protect employees, Trustees, Directors and other volunteer members of all Samaritan branches.

COLCHESTER SAMARITANS

England & Wales - Charity number 1173895

Accounts

COLCHESTER SAMARITANS

TRUSTEES

ANNUAL REPORT

Year ending 31 March 2023

Summary of the main activities and achievements of the Charity

Colchester Samaritans (hereinafter referred to as the Charity), was incorporated on 17th July 2017 and became fully operational on 1st October 2017. During the period 1st April 2022 to 31st March 2023 the charity was based at Walsingham Road Community Hall Colchester CO2 7BN and continued to provide a double-manned telephone and online chat service for the benefit of people in need of emotional support both from the local community and from elsewhere in the United Kingdom.

The Charity played a full role in support of Samaritans in the UK and Ireland in line with the objects of the Charity.

Registered name and number

Colchester Samaritans (RC 1173895)

Registered address

Walsingham Road Community Hall
Walsingham Road
Colchester
CO2 7BN

Objects of the Charity

1. To enable persons in Colchester 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.
2. To promote better understanding in society of suicide, suicidal behaviour, and the value of expressing feelings which may otherwise lead to suicide or impaired emotional health.
3. To collaborate with and support the Samaritans Central Charity and its affiliated branches in fulfilling these Objects.

Governance

The Branch is a Charitable Incorporated Organisation within the Samaritan Movement.

The activities of the Charity are regulated by:

1. the Constitution of the Charity dated 21st July 2017. A copy is available on application to the Branch Secretary.
2. the nature of services and policies of The Samaritan Company, as determined from time to time by the Council of Management of The Company.

Organisation and Decision-making Structure of the Charity

1. The Branch Director is responsible for and has absolute authority over the day-to-day conduct and management of the work of the Branch in offering help to suicidal, despairing and/or distressed callers. The Director is in charge of all members of the Branch.
2. The Trustees of the Branch (the Trustees) hold specific responsibility for the control and management of the branch, ensuring the branch is carrying out its purposes for the public benefit and fulfilling its legal and regulatory responsibilities, including the upkeep of the Centre, fund raising and expenditure, publicity, and the general management of material resources.

Trustees

Trustees are appointed at an Annual General Meeting or Extraordinary General Meeting of the Charity, as defined in the Constitution of the Charity. Trustees from 1st April 2022 to 31 March 2023 were:

David Atterbury
Robin Blackmore (to 15th December 2022)

Lynn Rozier (to 25th September 2022)
Rodney Dass

Liz Raczi
Caroline Nicholls
Terry Beech (from 25th September 2022)
Lynne Finnigan

Philip Moseley
Hilary Savage

Officers at 31 March 2022 were:

| | |
|-----------------|-------------------|
| Branch Director | Lynne Finnigan |
| Secretary | Caroline Nicholls |
| Treasurer | David Atterbury |

Professional advisers at 31 March 2022 were:

| | |
|--------------------------------|--|
| <u>Auditor</u> | Quantic Accountancy Ltd, 1 Brewery House, Brook Street, Wivenhoe, CO7 9DS |
| <u>Legal Consultant</u> | Mr P George, The Sentinel, Chapel Road, Wivenhoe CO7 9DX |
| <u>Bankers</u> | Barclays Bank, 40-41 High Street, Chelmsford CM1 1BE The Co-operative Bank plc, P.O. Box 250, Skelmersdale, WN8 6WT |

Annual accounts

The Accounts for the year ending to 31st March 2023 constitute part of this report and are attached as an Appendix. They have been prepared on a payments and receipts basis to conform to the Charities Act 2011. They have been subject to independent examination only by the Auditor as an audit is not required as provided under Section 144 of this Act. The Statement of Financial Affairs records an excess of expenditure over income, excluding depreciation, of £61,730.

The Trustee's policy is to maintain sufficient reserves to allow the Charity to continue to function for at least a year if there were to be a serious decline in income. The Branch needs approximately £65,000 a year to maintain current levels of activity. In addition, reserves are needed to maintain the premises and to fund periodic improvements. The current assets are sufficient for these purposes at this time.

Use of the Charity's service

Figures are available for the period 1st April 2022 to 31st March 2023:

1. The Charity maintained a 365-day service.
2. The Charity was contacted by callers using the telephone 15,151 times in total.
3. Of the total 0 people came in person to the centre and 693 emails were answered. The email service has been transferred to the email hub.
4. Where gender is known 7,187 contacts were from males and 7,621 from females, 42 from other term used, 301 unknown.
5. Our volunteers engaged with 636 online chats.
6. There were 143 requests for contact received (of which contact was made with 112 service users, a success rate of 78%) from our partnership with the EPUT.

Recruitment, selection and profile of volunteers

Figures are available for the period 1st April 2022 to 31st March 2023:

1. 44 people enquired about volunteering.
2. Of those, 41 were accepted for training.
3. We operated our service with 106 active listening volunteers and 31 support volunteers.
4. Volunteers on average do 1 duty a week which ranges from 2.5 to 3 hours during the day and 4 hours at night.

Related activities

The Charity has no employees, and all its work is undertaken on a voluntary basis. This includes considerable additional time and effort to enable the Objects of the Charity to be met.

In the period 1st April 2022 to 31st March 2023 this included:

1. Outreach work in secondary schools, MCTC and Essex University continues and we have extended our reach to refugees in Clacton, and the homeless.
2. Fundraising has been fully re-established since Covid including Book Fairs, Collections at retail venues and public events, in-house events and sponsorships. Donations are down on the past and we are having to work harder to cover our costs.
3. A major plan to refurbish the hall has been implemented creating a large meeting room and providing an overall space which is fit for purpose
4. Our partnership with the Mental Health Trust (EPUT) continues to thrive and we make calls to patients needing emotional support who are referred to us from the Trust.

Copies of this report may be obtained by writing to the Secretary at Samaritans, Walsingham Road Community Hall, Colchester CO2 7BN (a small charge will be made to cover postage and printing). Further information about the work of the Charity may be obtained by writing to the Director at the same address.

Received and approved by vote of the Trustees:

Director: Lynne Finnigan

Secretary: Caroline Nicholls Date:

Received by the membership at the AGM, 1st October 2023

Director: Lynne Finnigan

Secretary: Caroline Nicholls Date:

COLCHESTER SAMARITANS
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

Independent Examiner's Report to the Trustees of Colchester Samaritans

I am reporting on the Accounts of Colchester Samaritans ended 31st March 2023 which are set out on Pages 2 to 7.

Respective responsibilities of trustees and the examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 Commissioners. 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 seeking explanations from the 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 (other than that disclosed below):

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 Charities Act;
 - to prepare accounts which accord with the accounting records and to comply with the
 - accounting requirements of the Charities 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.

Name: Mr Stuart Foster (FCCA)

Professional Qualification: ACCA

Address: Quantic Accountancy Ltd, 1 Second Avenue, Halstead, Essex CO9 2SU

Date: 5 September 2023

COLCHESTER SAMARITANS

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31st MARCH 2023

| | Note | All Funds 2023 £ | All Funds 2022 £ |
|--|------|------------------------|------------------------|
| <u>Incoming Resources</u> | | | |
| Book Fair | | 1,605 | 422 |
| Donations and Gifts | | 13,704 | 18,780 |
| Fundraising Events | | 11,768 | 3,380 |
| Grants Receivable | | 3,500 | 11,660 |
| Gift Aid | | 1,229 | 8,059 |
| Legacies | | - | 88,341 |
| Sale of Christmas Cards | | - | 466 |
| Interest | | 14 | 10 |
| Total Incoming Resources | | <u>31,820</u> | <u>131,118</u> |
| <u>Resources Expended</u> | | | |
| Depreciation of Fixed Assets | | 8,497 | 6,923 |
| Direct Charitable Expenditure | 3 | 13,217 | 19,942 |
| Fundraising and Publicity Costs | 4 | 7,333 | 5,364 |
| Management and Administration Costs | 5 | 73,000 | 18,281 |
| Total Resources Expended | | <u>102,047</u> | <u>50,510</u> |
| Net Incoming /(outgoing) resources | | (70,227) | 80,608 |
| Balance brought forward at 1 April 2022 | | 581,723 | 501,115 |
| Balance carried forward at 31 March 2023 | | <u>511,496</u> | <u>581,723</u> |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANS**BALANCE SHEET AS AT 31st MARCH 2023**

| | Note | 2023 | | 2022 | |
|------------------------------|------|---------|----------------|---------|----------------|
| | | £ | £ | £ | £ |
| Tangible Fixed Assets | 6 | | 347,498 | | 277,241 |
| Current Assets | | | | | |
| Cash at Bank | | 163,998 | | 304,482 | |
| Current Assets | | 511,496 | | 581,723 | |
| | | | | | |
| | | | | | |
| | | | | | |
| Net Total Assets | | | 347,498 | | 277,241 |
| Represented by: | | | | | |
| General | 7 | 163,998 | | 304,482 | |
| Fixed Assets | 7 | 347,498 | | 277,241 | |
| | | | <u>511,496</u> | | <u>581,723</u> |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANS

Notes to the Accounts for the period ending 31st March 2023

1. ACCOUNTING POLICIES

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

b) Voluntary income received by way of donations and gifts is included in the Statement of Financial Activities (the “SOFA”) when received. Gifts in kind are valued and brought in as income and the appropriate expenditure.

c) Gross fund-raising income from events organised by the charity itself is included in the SOFA when received. Where deemed material, fund-raising proceeds not yet received by the charity at the end of year end have also been taken into income at the Trustees’ estimate of ‘likely receivable amount’.

d) Gift Aid and other income received by the charity in respect of which a claim for repayment of tax has or will be made is grossed up for the tax recoverable and this gross amount recognised in the SOFA.

e) Income from legacies is included in the SOFA when received or when the Trustees are satisfied the charity has a legally enforceable right of receipt of a conservatively measurable sum.

f) Revenue grants for immediate financial support and assistance are recognised in the SOFA on receipt and on satisfaction of any preconditions.

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

h) Any costs which cannot be specifically identified to another functional activity of the charity are included in the management and administration function.

i) Depreciation is provided on all tangible fixed assets of material value held by the charity for its own use on a straight line basis so as to write off their costs over the estimated useful lives as follows:

| | |
|--|----------|
| Freehold Property | 50 years |
| Computers and other office equipment/furniture | 4 years |

j) No provision for taxation is included in the accounts as the charity is entitled to the exemption from tax afforded by Section 505 on the Income and Corporation Taxes Act 1988.

| | 2023 | 2022 | |
|--|---------------|---------------|-----|
| <u>2. PREMISES OVERHEADS</u> | | | |
| Water, Light and Heat | 2,791 | 2,653 | |
| Repairs and Renewals | 4,244 | 8,114 | |
| Cleaning and Housekeeping | 3,180 | 3,258 | |
| Office Telephone | 1,393 | 1,341 | |
| Insurance | 2,712 | 2,585 | |
| Rent | 164 | 840 | |
| Total for Year | 14,484 | 18,791 | |
| Allocated to: - | | | % |
| Direct Charitable Expenditure | 9,415 | 12,214 | 65 |
| Fundraising and Publicity | 3,621 | 4,698 | 25 |
| Management and Administration | 1,448 | 1,879 | 10 |
| Total Allocation for Year | 14,484 | 18,791 | 100 |
| <u>3. DIRECT CHARITABLE EXPENDITURE</u> | | | |
| Emergency Telephone | 1,427 | 1,445 | |
| Volunteers Training and Support Costs | 168 | 146 | |
| Volunteers Expenses | 1,654 | 1,427 | |
| Publicity | 385 | 444 | |
| Postage, Stationery & IT | 168 | 4,266 | |
| Share of Premises Overheads (see note 2) | 9,415 | 12,214 | |
| Total for Year | 13,217 | 19,942 | |
| <u>4. FUNDRAISING AND PUBLICITY COSTS</u> | | | |
| Fundraising Expenses | 3,712 | 666 | |
| Share of Premises Overheads (see note 2) | 3,621 | 4,698 | |
| Total for Year | 7,333 | 5,364 | |
| <u>5. MANAGEMENT AND ADMINISTRATION COSTS</u> | | | |
| Regional Conference | 1,121 | 1,066 | |
| Bank Charges | 242 | 221 | |
| Contribution to General Office Support | 67,928 | 12,648 | |
| Three Rings | 261 | 367 | |
| Professional Fees | - | - | |
| Van Expenses | 1,930 | 1,960 | |
| Branch Visit | - | - | |
| Sundry Expenses | 70 | 140 | |
| Share of Premises Overheads (see note 2) | 1,448 | 1,879 | |
| Total for Period | 73,000 | 18,281 | |

6. TANGIBLE FIXED ASSETS

| | Van | Freehold Property Walsingham Road | Total |
|--------------------------------|----------------------|--------------------------------------|-----------------------|
| Cost | £ | £ | £ |
| At 31 st March 2022 | 25,080 | 346,101 | 371,181 |
| Additions in period | | 78,754 | 78,754 |
| At 31 st March 2023 | <u>25,080</u> | <u>424,855</u> | <u>449,935</u> |
| Depreciation | | | |
| At 31 st March 2022 | 25,080 | 68,860 | 93,940 |
| Charge for year | | 8,497 | 8,497 |
| At 31 st March 2023 | <u>25,080</u> | <u>77,357</u> | <u>102,437</u> |
| | | | |
| Net Book Value | | | |
| At 31 March 2022 | = | <u>277,241</u> | <u>277,241</u> |
| | | | |
| At 31 March 2023 | = | <u>347,498</u> | <u>347,498</u> |

7. RECONCILIATION OF FUNDS

| | General | Designated Funds | Total |
|--------------------------------------|-----------------------|-----------------------|-----------------------|
| | £ | £ | £ |
| At 1st April 2022 | 304,482 | 277,241 | 581,723 |
| Surplus for the Year | (140,484) | 70,257 | (70,227) |
| At 31st March 2023 | <u>163,998</u> | <u>347,498</u> | <u>511,496</u> |
| Represented by: | | | |
| Tangible Fixed Assets | | 347,498 | 347,498 |
| Current Assets | 163,998 | | 163,998 |
| | <u>163,998</u> | <u>347,498</u> | <u>511,496</u> |

General Fund: Funds are held available for the ordinary purposes of the charity.

8. STAFF COSTS AND NUMBERS.

No staff was employed by the charity during the period 1st April 2022 to 31st March 2023.

9. TRUSTEES' REMUNERATION AND EXPENSES

None of the charity's trustees were directly or indirectly remunerated in any way. 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 year, the total amount reimbursed to the trustees, members of the charity's Management Committee, in respect of travel costs for attending meetings, telephone, postage and other similar expenses is disclosed in page 5, note 5.

10. INDEMNITY INSURANCE.

Samaritans has centrally effected professional indemnity insurance to protect employees, Trustees, Directors and other volunteer members of all Samaritan branches.

COLCHESTER SAMARITANS

England & Wales - Charity number 1173895

Accounts

COLCHESTER SAMARITANS

TRUSTEES

ANNUAL REPORT

Year ending 31 March 2022

Summary of the main activities and achievements of the Charity

Colchester Samaritans (hereinafter referred to as the Charity), was incorporated on 17th July 2017 and became fully operational in 1st October 2017. During the period 1st April 2021 to 31st March 2022 the charity was based at Walsingham Road Community Hall, Colchester CO2 7BN and continued to provide a double-manned telephone, and email service for the benefit of people in need of emotional support both from the local community and, from elsewhere in the United Kingdom.

The Charity played a full role in support of Samaritans in the UK and Ireland in line with the objects of the Charity.

Registered name and number

Colchester Samaritans (RC 1173895)

Registered address

Walsingham Road Community Hall
Walsingham Road
Colchester
CO2 7BN

Objects of the Charity

1. To enable persons in Colchester 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.
2. To promote better understanding in society of suicide, suicidal behaviour, and the value of expressing feelings which may otherwise lead to suicide or impaired emotional health.
3. To collaborate with and support the Samaritans Central Charity and its affiliated branches in fulfilling these Objects.

Governance

The Branch is a Charitable Incorporated Organisation within the Samaritan Movement.

The activities of the Charity are regulated by:

1. the Constitution of the Charity dated 21st July 2017. A copy is available on application to the Branch Secretary.
2. the nature of services and policies of The Samaritan Company, as determined from time to time by the Council of Management of The Company.

Organisation and decision making structure of the Charity

1. The Branch Director is responsible for and has absolute authority over the day-to-day conduct and management of the work of the Branch in offering help to suicidal, despairing and/or distressed callers. The Director is in charge of all members of the Branch.
2. The Trustees of the Branch (the Trustees) hold specific responsibility for the control and management of the branch, ensuring the branch is carrying out its purposes for the public benefit and fulfilling its legal and regulatory responsibilities, including the upkeep of the Centre, fund raising and expenditure, publicity, and the general management of material resources.

Trustees

Trustees are appointed at an Annual General Meeting or Extraordinary General Meeting of the Charity, as defined in the Constitution of the Charity. Trustees from 1st April 2021 to 31 March 2022 were:

| | |
|---|--|
| David Atterbury | Lynn Rozier |
| Robin Blackmore | Rodney Dass |
| Liz Raczi | Philip Moseley |
| Caroline Nicholls | Hilary Savage (from 10 th October 2021) |
| Gaynor Bell (to 10 th October 2021) | Wendy Hutton (to 10 th October 2021) |
| Lynne Finnigan (from 10 th October 2021) | |

Officers at 31 March 2022 were:

| | |
|-----------------|-------------------|
| Branch Director | Lynne Finnigan |
| Secretary | Caroline Nicholls |
| Treasurer | David Atterbury |

Professional advisers at 31 March 2022 were:

| | |
|--------------------------------|--|
| <u>Auditor</u> | Quantic Accountancy Ltd, 1 Brewery House, Brook Street, Wivenhoe, CO7 9DS |
| <u>Legal Consultant</u> | Mr P George, The Sentinel, Chapel Road, Wivenhoe CO7 9DX |
| <u>Bankers</u> | Barclays Bank, 40-41 High Street, Chelmsford CM1 1BE The Co-operative Bank plc, P.O. Box 250, Skelmersdale, WN8 6WT |

Annual accounts

The Accounts for the year ending to 31st March 2022 constitute part of this report and are attached as an Appendix. They have been prepared on a payments and receipts basis to conform to the Charities Act 2011. They have been subject to independent examination only by the Auditor as an audit is not required as provided under Section 144 of this Act. The Statement of Financial Affairs records an excess of income over expenditure of £80,608.

The Trustee's policy is to maintain sufficient reserves to allow the Charity to continue to function for at least a year if there were to be a serious decline in income. The Branch needs approximately £65,000 a year to maintain current levels of activity. In addition, reserves are needed to maintain the premises and to fund periodic improvements. The current assets are sufficient for these purposes at this time.

Use of the Charity's service

Figures are available for the period 1st April 2021 to 31st March 2022:

1. The Charity maintained a 365-day service
2. The Charity was contacted by callers using the telephone 19,790 times in total
3. Of the total 0 people came in person to the centre and 693 emails were answered. The number of emails answered this year has decreased as the email service is being gradually transferred to the email hub.
4. Where gender is known 6,868 contacts were from males and 7,026 from females, 34 from other term used, 363 unknown and 5 transgender.
5. Our volunteers engaged with 813 online chats.
6. There were 284 requests for contact received (of which contact was made with 226 service users, a success rate of 79%) from our partnership with the EPUT.

Recruitment, selection and profile of volunteers

Figures are available for the period 1st April 2021 to 31st March 2022:

1. 144 people enquired about volunteering
2. Of those, 41 were accepted for training
3. We operated our service with 107 active listening volunteers and 28 support volunteers

4. Volunteers on average do 1 duty a week which ranges from 1.5 to 3.25 hours during the day and 4 hours at night. Daytime duties were shorter during the pandemic to ensure Covid-19 safety measures

Related activities

The Charity has no employees, and all its work is undertaken on a voluntary basis. This includes considerable additional time and effort to enable the Objects of the Charity to be met.

In the period 1st April 2021 to 31st March 2022 this included:

1. Under normal circumstances, publicity, advertising promotional and reaching out activities would have been conducted as usual, but with the Pandemic still in place, many reaching out activities eg Talks had to be conducted via Zoom/Team Meetings. No festivals or presence in town centres could be conducted safely for Volunteers or Callers, until such times as permission was granted by SCO. Since the beginning of 2022 we have been able to resume Outreach work in secondary schools, MCTC and Essex University and we have begun to take the van out into the community and develop links with organisations including Essex Police, the Ambulance Service and Colchester Refugee Action.
2. Fundraising through, for example, street collections, events and monthly book fairs were greatly limited by Covid-19 but we have been able to reinstate them since the beginning of 2022.
3. The pandemic halted some of the planned refurbishment and upgrading of our premises, but plans are being reinstated to provide good operating conditions for our volunteers and a welcoming venue for hirers of the hall.
4. Our partnership with the Mental Health Trust (EPUT) continues to thrive and we make calls to patients needing emotional support who are referred to us from the Trust.

Copies of this report may be obtained by writing to the Secretary at Samaritans, Walsingham Road Community Hall, Colchester CO2 7BN (a small charge will be made to cover postage and printing). Further information about the work of the Charity may be obtained by writing to the Director at the same address.

Received and approved by vote of the Trustees:

Director: Lynne Finnigan

Secretary: Caroline Nicholls Date:

Received by the membership at the AGM, 25th September 2022

Director: Lynne Finnigan

Secretary:

Caroline Nicholls

Date:

COLCHESTER SAMARITANS

ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2022

Independent Examiner's Report to the Trustees of Colchester Samaritans

I am reporting on the Accounts of Colchester Samaritans ended 31st March 2022 which are set out on Pages 2 to 7.

Respective responsibilities of trustees and the examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 Commissioners. 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 seeking explanations from the 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 (other than that disclosed below):

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 Charities Act;
 - to prepare accounts which accord with the accounting records and to comply with the
 - accounting requirements of the Charities 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.

Name: M Lewis

Professional Qualification: Chartered Accountant

Address: 1 Brewery House Brook Street Wivenhoe Essex CO7 9DS

Date:

COLCHESTER SAMARITANSSTATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31st MARCH 2022

| | Note | All Funds 2021 £ | All Funds 2022 £ |
|---|------|------------------------|------------------------|
| <u>Incoming Resources</u> | | | |
| Book Fair | | 333 | 422 |
| Donations and Gifts | | 26,802 | 18,780 |
| Fundraising Events | | 7,075 | 3,380 |
| Grants Receivable | | 53,519 | 11,660 |
| Gift Aid | | 6,664 | 8,059 |
| Legacies | | | 88,341 |
| Hall Hire | | 300 | |
| Sale of Christmas Cards | | | 466 |
| Interest | | 8 | 10 |
| Total Incoming Resources | | <u>94,701</u> | <u>131,118</u> |
| <u>Resources Expended</u> | | | |
| Depreciation of Fixed Assets | | 9,837 | 6,923 |
| Direct Charitable Expenditure | 3 | 41,025 | 19,942 |
| Fundraising and Publicity Costs | 4 | 7,427 | 5,364 |
| Management and Administration Costs | 5 | 17,074 | 18,281 |
| Total Resources Expended | | <u>75,363</u> | <u>50,510</u> |
| Net Incoming /(outgoing) resources | | 19,338 | 80,608 |
| Balance brought forward at 1 April 2022 | | 481,777 | 501,115 |
| Balance carried forward at 31 March 2022 | | <u>501,115</u> | <u>581,723</u> |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANS**BALANCE SHEET AS AT 31st MARCH 2022**

| | Note | 2021 | | 2022 | |
|------------------------------|------|---------|----------------|---------|----------------|
| | | £ | £ | £ | £ |
| Tangible Fixed Assets | 6 | | 284,164 | | 277,241 |
| Current Assets | | | | | |
| Cash at Bank and in hand | | 216,951 | | 304,482 | |
| Current Assets | | 216,951 | | 581,724 | |
| | | | | | |
| | | | | | |
| | | | | | |
| Net Total Assets | | | 284,164 | | 277,241 |
| Represented by: | | | | | |
| General | 7 | 216,951 | | 304,482 | |
| Fixed Assets | 7 | 284,164 | | 277,241 | |
| | | | <u>501,115</u> | | <u>581,723</u> |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANS

Notes to the Accounts for the period ending 31st March 2022

1. ACCOUNTING POLICIES

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

b) Voluntary income received by way of donations and gifts is included in the Statement of Financial Activities (the “SOFA”) when received. Gifts in kind are valued and brought in as income and the appropriate expenditure.

c) Gross fund-raising income from events organised by the charity itself is included in the SOFA when received. Where deemed material, fund-raising proceeds not yet received by the charity at the end of year end have also been taken into income at the Trustees’ estimate of ‘likely receivable amount’.

d) Gift Aid and other income received by the charity in respect of which a claim for repayment of tax has or will be made is grossed up for the tax recoverable and this gross amount recognised in the SOFA.

e) Income from legacies is included in the SOFA when received or when the Trustees are satisfied the charity has a legally enforceable right of receipt of a conservatively measurable sum.

f) Revenue grants for immediate financial support and assistance are recognised in the SOFA on receipt and on satisfaction of any preconditions.

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

h) Any costs which cannot be specifically identified to another functional activity of the charity are included in the management and administration function.

i) Depreciation is provided on all tangible fixed assets of material value held by the charity for its own use on a straight line basis so as to write off their costs over the estimated useful lives as follows:

| | |
|--|----------|
| Freehold Property | 50 years |
| Computers and other office equipment/furniture | 4 years |

j) No provision for taxation is included in the accounts as the charity is entitled to the exemption from tax afforded by Section 505 on the Income and Corporation Taxes Act 1988.

| | 2021 | 2022 | |
|--|---------------|---------------|------------|
| <u>2. PREMISES OVERHEADS</u> | | | |
| Water, Light and Heat | 3,559 | 2,653 | |
| Repairs and Renewals | 14,207 | 8,114 | |
| Cleaning and Housekeeping | 1,806 | 3,258 | |
| Office Telephone | 869 | 1,341 | |
| Insurance | 2,418 | 2,585 | |
| Rent (Refund to Lady Masons) | 80 | 840 | |
| Total for Year | 22,939 | 18,791 | |
| Allocated to: - | | | % |
| Direct Charitable Expenditure | 14,910 | 12,214 | 65 |
| Fundraising and Publicity | 5,735 | 4,698 | 25 |
| Management and Administration | 2,294 | 1,879 | 10 |
| Total Allocation for Year | 22,939 | 18,791 | 100 |
| <u>3.DIRECT CHARITABLE EXPENDITURE</u> | | | |
| Emergency Telephone | 1,479 | 1,445 | |
| Volunteers Training and Support Costs | 215 | 146 | |
| Volunteers Expenses | 18,140 | 1,427 | |
| Publicity | 4,645 | 444 | |
| Postage, Stationery & IT | 1,636 | 4,266 | |
| Share of Premises Overheads (see note 2) | 14,910 | 12,214 | |
| Total for Year | 41,025 | 19,942 | |
| <u>4. FUNDRAISING AND PUBLICITY COSTS</u> | | | |
| Fundraising Expenses | 1,692 | 666 | |
| Share of Premises Overheads (see note 2) | 5,735 | 4,698 | |
| Total for Year | 7,427 | 5,364 | |
| <u>5. MANAGEMENT AND ADMINISTRATION COSTS</u> | | | |
| Council Meetings | 1,364 | 1,066 | |
| Bank Charges | 188 | 221 | |
| Contribution to General Office Support | 11,178 | 12,648 | |
| Three Rings | 242 | 367 | |
| Legal Costs | 213 | | |
| Van Expenses | 1,460 | 1,960 | |
| Branch Visit | | | |
| Sundry Expenses | 135 | 140 | |
| Share of Premises Overheads (see note 2) | 2,294 | 1,879 | |
| Total for Period | 17,074 | 18,281 | |

6. TANGIBLE FIXED ASSETS

| | Van | Freehold Property Walsingham Road | Total |
|--------------------------------|----------------------|--------------------------------------|-----------------------|
| <u>Cost</u> | £ | £ | £ |
| At 31 st March 2021 | 25,080 | 346,101 | 371,181 |
| Additions in period | | | |
| At 31 st March 2022 | <u>25,080</u> | <u>346,101</u> | <u>371,181</u> |
| <u>Depreciation</u> | | | |
| At 31 st March 21 | 25,079 | 61,938 | 87,017 |
| Charge for year | 1 | 6,922 | 6,923 |
| At 31 st March 2022 | <u>25,080</u> | <u>68,860</u> | <u>93,940</u> |
| | | | |
| <u>Net Book Value</u> | | | |
| At 31 March 2022 | | <u>277,241</u> | <u>277,241</u> |
| | | | |
| At 31 March 2021 | <u>1</u> | <u>284,163</u> | <u>284,164</u> |

7. RECONCILIATION OF FUNDS

| | General | Designated Funds | Total |
|--------------------------------------|-----------------------|-----------------------|-----------------------|
| | £ | £ | £ |
| At 1st April 2021 | 216,951 | 284,164 | 501,115 |
| Surplus for the Year | 87,531 | -6,923 | 80,608 |
| At 31st March 2022 | <u>304,482</u> | <u>277,241</u> | <u>581,723</u> |
| Represented by: | | | |
| Tangible Fixed Assets | | 277,241 | 277,241 |
| Current Assets | 304,482 | | 304,482 |
| | <u>304,482</u> | <u>277,241</u> | <u>581,723</u> |

General Fund: Funds are held available for the ordinary purposes of the charity.

8. STAFF COSTS AND NUMBERS.

No staff was employed by the charity during the period 1st April 2021 to 31st March 2022.

9. TRUSTEES' REMUNERATION AND EXPENSES

None of the charity's trustees were directly or indirectly remunerated in any way. 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 year, the total amount reimbursed to the trustees, members of the charity's Management Committee, in respect of travel costs for attending meetings. telephone, postage and other similar expenses is disclosed in page 5, note 5.

10. INDEMNITY INSURANCE.

Samaritans has centrally effected professional indemnity insurance to protect employees, Trustees, Directors and other volunteer members of all Samaritan branches.

COLCHESTER SAMARITANS

ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2022

Independent Examiner's Report to the Trustees of Colchester Samaritans

I am reporting on the Accounts of Colchester Samaritans ended 31st March 2022 which are set out on Pages 2 to 7.

Respective responsibilities of trustees and the examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 Commissioners. 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 seeking explanations from the 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 (other than that disclosed below):

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 Charities Act;
 - to prepare accounts which accord with the accounting records and to comply with the
 - accounting requirements of the Charities 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.

Name: M Lewis

Professional Qualification: Chartered Accountant

Address: 1 Brewery House Brook Street Wivenhoe Essex CO7 9DS

Date:

COLCHESTER SAMARITANSSTATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31st MARCH 2022

| | Note | All Funds 2021 £ | All Funds 2022 £ |
|---|------|------------------------|------------------------|
| <u>Incoming Resources</u> | | | |
| Book Fair | | 333 | 422 |
| Donations and Gifts | | 26,802 | 18,780 |
| Fundraising Events | | 7,075 | 3,380 |
| Grants Receivable | | 53,519 | 11,660 |
| Gift Aid | | 6,664 | 8,059 |
| Legacies | | | 88,341 |
| Hall Hire | | 300 | |
| Sale of Christmas Cards | | | 466 |
| Interest | | 8 | 10 |
| Total Incoming Resources | | 94,701 | 131,118 |
| <u>Resources Expended</u> | | | |
| Depreciation of Fixed Assets | | 9,837 | 6,923 |
| Direct Charitable Expenditure | 3 | 41,025 | 19,942 |
| Fundraising and Publicity Costs | 4 | 7,427 | 5,364 |
| Management and Administration Costs | 5 | 17,074 | 18,281 |
| Total Resources Expended | | 75,363 | 50,510 |
| Net Incoming /(outgoing) resources | | 19,338 | 80,608 |
| Balance brought forward at 1 April 2022 | | 481,777 | 501,115 |
| Balance carried forward at 31 March 2022 | | 501,115 | 581,723 |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANS**BALANCE SHEET AS AT 31st MARCH 2022**

| | Note | 2021 | | 2022 | |
|------------------------------|------|---------|----------------|---------|----------------|
| | | £ | £ | £ | £ |
| Tangible Fixed Assets | 6 | | 284,164 | | 277,241 |
| Current Assets | | | | | |
| Cash at Bank and in hand | | 216,951 | | 304,482 | |
| Current Assets | | 216,951 | | 581,724 | |
| | | | | | |
| | | | | | |
| | | | | | |
| Net Total Assets | | | 284,164 | | 277,241 |
| Represented by: | | | | | |
| General | 7 | 216,951 | | 304,482 | |
| Fixed Assets | 7 | 284,164 | | 277,241 | |
| | | | <u>501,115</u> | | <u>581,723</u> |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANS

Notes to the Accounts for the period ending 31st March 2022

1. ACCOUNTING POLICIES

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

b) Voluntary income received by way of donations and gifts is included in the Statement of Financial Activities (the “SOFA”) when received. Gifts in kind are valued and brought in as income and the appropriate expenditure.

c) Gross fund-raising income from events organised by the charity itself is included in the SOFA when received. Where deemed material, fund-raising proceeds not yet received by the charity at the end of year end have also been taken into income at the Trustees’ estimate of ‘likely receivable amount’.

d) Gift Aid and other income received by the charity in respect of which a claim for repayment of tax has or will be made is grossed up for the tax recoverable and this gross amount recognised in the SOFA.

e) Income from legacies is included in the SOFA when received or when the Trustees are satisfied the charity has a legally enforceable right of receipt of a conservatively measurable sum.

f) Revenue grants for immediate financial support and assistance are recognised in the SOFA on receipt and on satisfaction of any preconditions.

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

h) Any costs which cannot be specifically identified to another functional activity of the charity are included in the management and administration function.

i) Depreciation is provided on all tangible fixed assets of material value held by the charity for its own use on a straight line basis so as to write off their costs over the estimated useful lives as follows:

| | |
|--|----------|
| Freehold Property | 50 years |
| Computers and other office equipment/furniture | 4 years |

j) No provision for taxation is included in the accounts as the charity is entitled to the exemption from tax afforded by Section 505 on the Income and Corporation Taxes Act 1988.

| | 2021 | 2022 | |
|--|---------------|---------------|------------|
| <u>2. PREMISES OVERHEADS</u> | | | |
| Water, Light and Heat | 3,559 | 2,653 | |
| Repairs and Renewals | 14,207 | 8,114 | |
| Cleaning and Housekeeping | 1,806 | 3,258 | |
| Office Telephone | 869 | 1,341 | |
| Insurance | 2,418 | 2,585 | |
| Rent (Refund to Lady Masons) | 80 | 840 | |
| Total for Year | 22,939 | 18,791 | |
| Allocated to: - | | | % |
| Direct Charitable Expenditure | 14,910 | 12,214 | 65 |
| Fundraising and Publicity | 5,735 | 4,698 | 25 |
| Management and Administration | 2,294 | 1,879 | 10 |
| Total Allocation for Year | 22,939 | 18,791 | 100 |
| <u>3.DIRECT CHARITABLE EXPENDITURE</u> | | | |
| Emergency Telephone | 1,479 | 1,445 | |
| Volunteers Training and Support Costs | 215 | 146 | |
| Volunteers Expenses | 18,140 | 1,427 | |
| Publicity | 4,645 | 444 | |
| Postage, Stationery & IT | 1,636 | 4,266 | |
| Share of Premises Overheads (see note 2) | 14,910 | 12,214 | |
| Total for Year | 41,025 | 19,942 | |
| <u>4. FUNDRAISING AND PUBLICITY COSTS</u> | | | |
| Fundraising Expenses | 1,692 | 666 | |
| Share of Premises Overheads (see note 2) | 5,735 | 4,698 | |
| Total for Year | 7,427 | 5,364 | |
| <u>5. MANAGEMENT AND ADMINISTRATION COSTS</u> | | | |
| Council Meetings | 1,364 | 1,066 | |
| Bank Charges | 188 | 221 | |
| Contribution to General Office Support | 11,178 | 12,648 | |
| Three Rings | 242 | 367 | |
| Legal Costs | 213 | | |
| Van Expenses | 1,460 | 1,960 | |
| Branch Visit | | | |
| Sundry Expenses | 135 | 140 | |
| Share of Premises Overheads (see note 2) | 2,294 | 1,879 | |
| Total for Period | 17,074 | 18,281 | |

6. TANGIBLE FIXED ASSETS

| | Van | Freehold Property Walsingham Road | Total |
|--------------------------------|----------------------|--------------------------------------|-----------------------|
| <u>Cost</u> | £ | £ | £ |
| At 31 st March 2021 | 25,080 | 346,101 | 371,181 |
| Additions in period | | | |
| At 31 st March 2022 | <u>25,080</u> | <u>346,101</u> | <u>371,181</u> |
| <u>Depreciation</u> | | | |
| At 31 st March 21 | 25,079 | 61,938 | 87,017 |
| Charge for year | 1 | 6,922 | 6,923 |
| At 31 st March 2022 | <u>25,080</u> | <u>68,860</u> | <u>93,940</u> |
| | | | |
| <u>Net Book Value</u> | | | |
| At 31 March 2022 | | <u>277,241</u> | <u>277,241</u> |
| | | | |
| At 31 March 2021 | <u>1</u> | <u>284,163</u> | <u>284,164</u> |

7. RECONCILIATION OF FUNDS

| | General | Designated Funds | Total |
|--------------------------------------|-----------------------|-----------------------|-----------------------|
| | £ | £ | £ |
| At 1st April 2021 | 216,951 | 284,164 | 501,115 |
| Surplus for the Year | 87,531 | -6,923 | 80,608 |
| At 31st March 2022 | <u>304,482</u> | <u>277,241</u> | <u>581,723</u> |
| Represented by: | | | |
| Tangible Fixed Assets | | 277,241 | 277,241 |
| Current Assets | 304,482 | | 304,482 |
| | <u>304,482</u> | <u>277,241</u> | <u>581,723</u> |

General Fund: Funds are held available for the ordinary purposes of the charity.

8. STAFF COSTS AND NUMBERS.

No staff was employed by the charity during the period 1st April 2021 to 31st March 2022.

9. TRUSTEES' REMUNERATION AND EXPENSES

None of the charity's trustees were directly or indirectly remunerated in any way. 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 year, the total amount reimbursed to the trustees, members of the charity's Management Committee, in respect of travel costs for attending meetings. telephone, postage and other similar expenses is disclosed in page 5, note 5.

10. INDEMNITY INSURANCE.

Samaritans has centrally effected professional indemnity insurance to protect employees, Trustees, Directors and other volunteer members of all Samaritan branches.

COLCHESTER SAMARITANS

England & Wales - Charity number 1173895

Accounts

COLCHESTER SAMARITANS

TRUSTEES

ANNUAL REPORT

Year ending 31 March 2021

Summary of the main activities and achievements of the Charity

Colchester Samaritans (hereinafter referred to as the Charity), was incorporated on 17th July 2017 and became fully operational in 1st October 2017. During the period 1st April 2020 to 31st March 2021 the charity was based at Walsingham Road Community Hall, Colchester CO2 7BN and continued to provide a double-manned telephone, email and face-to-face service for the benefit of people in need of emotional support both from the local community and, at times of pressure, from elsewhere in the United Kingdom.

The Charity played a full role in support of Samaritans in the UK and Ireland in line with the objects of the Charity.

Registered name and number

Colchester Samaritans (RC 1173895)

Registered address

Walsingham Road Community Hall
Walsingham Road
Colchester
CO2 7BN

Objects of the Charity

1. To enable persons in Colchester 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.
2. To promote better understanding in society of suicide, suicidal behaviour, and the value of expressing feelings which may otherwise lead to suicide or impaired emotional health.
3. To collaborate with and support the Samaritans Central Charity and its affiliated branches in fulfilling these Objects.

Governance

The Branch is a Charitable Incorporated Organisation within the Samaritan Movement.

The activities of the Charity are regulated by:

1. the Constitution of the Charity dated 21st July 2017. A copy is available on application to the Branch Secretary.
2. the nature of services and policies of The Samaritan Company, as determined from time to time by the Council of Management of The Company.

Organisation and decision making structure of the Charity

1. The Branch Director is responsible for and has absolute authority over the day-to-day conduct and management of the work of the Branch in offering help to suicidal, despairing and/or distressed callers. The Director is in charge of all members of the Branch.
2. The Trustees of the Branch (the Trustees) hold specific responsibility for the control and management of the branch, ensuring the branch is carrying out its purposes for the public benefit and fulfilling its legal and regulatory responsibilities, including the upkeep of the Centre, fund raising and expenditure, publicity, and the general management of material resources.

Trustees

Trustees are appointed at an Annual General Meeting or Extraordinary General Meeting of the Charity, as defined in the Constitution of the Charity. Trustees from 1st April 2020 to 31 March 2021 were:

| | |
|-----------------------------|----------------|
| David Atterbury | Gaynor Bell |
| Robin Blackmore | Rodney Dass |
| Wendy Hutton | Philip Moseley |
| Caroline Nicholls | Lynn Rozier |
| Liz Raczi (from 27/09/2020) | |

Officers at 31 March 2020 were:

| | |
|-----------------|-------------------|
| Branch Director | Gaynor Bell |
| Secretary | Caroline Nicholls |
| Treasurer | David Atterbury |

Professional advisers at 31 March 2020 were:

| | |
|--------------------------------|--|
| <u>Auditor</u> | Mr M L Lewis FCA ATIL, 1 Brewery House, Brook Street, Wivenhoe, CO7 9DS |
| <u>Legal Consultant</u> | Mr P George, Birkett Long, Essex House, 42 Crouch Street, Colchester CO3 3HH |
| <u>Bankers</u> | Barclays Bank, 40-41 High Street, Chelmsford CM1 1BE The Co-operative Bank plc, P.O. Box 250, Skelmersdale, WN8 6WT |

Annual accounts

The Accounts for the year ending to 31st March 2021 constitute part of this report and are attached as an Appendix. They have been prepared on a payments and receipts basis to conform to the Charities Act 2011. They have been subject to independent examination only by the Auditor as an audit is not required as provided under Section 144 of this Act. The Statement of Financial Affairs records an excess of income over expenditure of £19,338.

The Trustee's policy is to maintain sufficient reserves to allow the Charity to continue to function for at least a year if there were to be a serious decline in income. The Branch needs approximately £65,000 a year to maintain current levels of activity. In addition, reserves are needed to maintain the premises and to fund periodic improvements. The current assets are sufficient for these purposes at this time.

Use of the Charity's service

Figures are available for the period 1st April 2020 to 31st March 2021:

1. The Charity maintained a 365-day service
2. The Charity was contacted by callers 16,819 times in total
3. Of the total 0 people came in person to the centre and 1,076 emails were answered.
4. Where gender is known 5,963 contacts were from males and 7,297 from females, 11 from other term used, 649 unknown and 54 transgender.
5. There were 347 requests for contact received (of which contact was made with 273 service users, a success rate of 79%) from our partnership with the EPUT.
- 6.

Recruitment, selection and profile of volunteers

Figures are available for the period 1st April 2020 to 31st March 2021:

1. 206 people enquired about volunteering
2. Of those, 40 interviews conducted
3. We operated our service with 103 active listening volunteers and 33 support volunteers
4. The usual average minimum time a listening volunteer gives to callers is 154 hours a year, however during the pandemic this reduced to approximately 130 hours as our shift pattern was altered to ensure Covid safety measures.

Related activities

The Charity has no paid employees, and all its work is undertaken on a voluntary basis. This includes considerable additional time and effort to enable the Objects of the Charity to be met.

In the period 1st April 2020 to 31st March 2021 this included:

1. Under normal circumstances, publicity, advertising promotional and reaching out activities would have been conducted as usual, but with the Pandemic in place, a lot of reaching out activities eg Talks and School Talks had to be conducted via Zoom/Team Meetings. No festivals or presence in town centres could be conducted safely for Volunteers or Callers, until such times as permission was granted by SCO.
2. Colchester Samaritans also provide a third-party referral service for Emmaus; both staff and companions can be referred to Samaritans for support. This has also been introduced this year for MS-UK, who are also based in Colchester and provide a telephone support service to their clients. We are currently running a pilot scheme with Colchester Police, referring members of the public to Samaritans, who are in severe distress and in need of support. We will continue to monitor this over the next few months.
3. Fundraising through, for example, street collections, events and monthly book fairs were greatly limited by Covid-19 but our grant applications were very successful this year.
4. The continued refurbishment and upgrading of our premises to provide good operating conditions for our volunteers and a welcoming venue for hirers of the hall.

Copies of this report may be obtained by writing to the Secretary at Samaritans, Walsingham Road Community Hall, Colchester CO2 7BN (a small charge will be made to cover postage and printing). Further information about the work of the Charity may be obtained by writing to the Director at the same address.

Received and approved by vote of the Trustees:

Director: Gaynor Bell

Secretary: Caroline Nicholls Date:

Received by the membership at the AGM, 10th October 2021

Director: Gaynor Bell

Secretary: Caroline Nicholls Date:

COLCHESTER SAMARITANS

ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2021

Independent Examiner's Report to the Trustees of Colchester Samaritans

I am reporting on the Accounts of Colchester Samaritans ended 31st March 2021, which are set out on Pages 2 to 7.

Respective responsibilities of trustees and the examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 Commissioners. 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 seeking explanations from the 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 (other than that disclosed below):

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 Charities Act;
 - to prepare accounts which accord with the accounting records and to comply with the
 - accounting requirements of the Charities 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.

Name: M Lewis

Professional Qualification: Chartered Accountant

Address: 1 Brewery House Brook Street Wivenhoe Essex CO7 9DS

Date:

COLCHESTER SAMARITANSSTATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31st MARCH 2021

| | Note | All Funds 2021 £ | All Funds 2020 £ |
|--|------|------------------------|------------------------|
| <u>Incoming Resources</u> | | | |
| Book Fair | | 333 | 6,482 |
| Donations and Gifts | | 26,802 | 34,753 |
| Fundraising Events | | 7,075 | 13,115 |
| Grants Receivable | | 53,519 | 2,500 |
| Gift Aid | | 6,664 | 36 |
| Legacies | | | 71,654 |
| Hall Hire | | 300 | 2,245 |
| Regional Conference | | | 1,564 |
| Interest | | 8 | 33 |
| Total Incoming Resources | | <u>94,701</u> | <u>132,382</u> |
| <u>Resources Expended</u> | | | |
| Depreciation of Fixed Assets | | 9,837 | 11,938 |
| Direct Charitable Expenditure | 3 | 41,025 | 38,926 |
| Fundraising and Publicity Costs | 4 | 7,427 | 9,530 |
| Management and Administration Costs | 5 | 17,074 | 8,503 |
| Total Resources Expended | | <u>75,363</u> | <u>68,897</u> |
| Net Incoming /(outgoing) resources | | 19,338 | 63,485 |
| Balance brought forward at 1 April 2020 | | 481,777 | 418,292 |
| Balance carried forward at 31 March 2021 | | <u>501,115</u> | <u>481,777</u> |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANS**BALANCE SHEET AS AT 31st MARCH 2021**

| | Note | 2021 | | 2020 | |
|------------------------------|------|---------|----------------|---------|----------------|
| | | £ | £ | £ | £ |
| Tangible Fixed Assets | 6 | | 284,164 | | 294,001 |
| Current Assets | | | | | |
| Cash at Bank and in hand | | 216,951 | | 187,776 | |
| Current Assets | | 216,951 | | 187,776 | |
| | | | | | |
| | | | | | |
| | | | | | |
| Net Total Assets | | | 284,164 | | 294,001 |
| Represented by: | | | | | |
| General | 7 | 216,951 | | 187,776 | |
| Fixed Assets | 7 | 284,164 | | 294,001 | |
| | | | <u>501,115</u> | | <u>481,777</u> |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANS

Notes to the Accounts for the period ending 31st March 2021

1. ACCOUNTING POLICIES

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

b) Voluntary income received by way of donations and gifts is included in the Statement of Financial Activities (the “SOFA”) when received. Gifts in kind are valued and brought in as income and the appropriate expenditure.

c) Gross fund-raising income from events organised by the charity itself is included in the SOFA when received. Where deemed material, fund-raising proceeds not yet received by the charity at the end of year end have also been taken into income at the Trustees’ estimate of ‘likely receivable amount’.

d) Gift Aid and other income received by the charity in respect of which a claim for repayment of tax has or will be made is grossed up for the tax recoverable and this gross amount recognised in the SOFA.

e) Income from legacies is included in the SOFA when received or when the Trustees are satisfied the charity has a legally enforceable right of receipt of a conservatively measurable sum.

f) Revenue grants for immediate financial support and assistance are recognised in the SOFA on receipt and on satisfaction of any preconditions.

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

h) Any costs which cannot be specifically identified to another functional activity of the charity are included in the management and administration function.

i) Depreciation is provided on all tangible fixed assets of material value held by the charity for its own use on a straight line basis so as to write off their costs over the estimated useful lives as follows:

| | |
|--|----------|
| Freehold Property | 50 years |
| Computers and other office equipment/furniture | 4 years |

j) No provision for taxation is included in the accounts as the charity is entitled to the exemption from tax afforded by Section 505 on the Income and Corporation Taxes Act 1988.

| | 2021 | 2020 | |
|--|---------------|---------------|------------|
| <u>2. PREMISES OVERHEADS</u> | | | |
| Water, Light and Heat | 3,559 | 2,396 | |
| Repairs and Renewals | 14,207 | 14,758 | |
| Cleaning and Housekeeping | 1,806 | 3,701 | |
| Office Telephone | 869 | 498 | |
| Insurance | 2,418 | 2,074 | |
| Rent | 80 | 1,170 | |
| Total for Year | 22,939 | 24,597 | |
| Allocated to: - | | | % |
| Direct Charitable Expenditure | 14,910 | 15,988 | 65 |
| Fundraising and Publicity | 5,735 | 6,149 | 25 |
| Management and Administration | 2,294 | 2,460 | 10 |
| Total Allocation for Year | 22,939 | 24,597 | 100 |
| <u>3.DIRECT CHARITABLE EXPENDITURE</u> | | | |
| Emergency Telephone | 1,479 | 1,232 | |
| Volunteers Training and Support Costs | 215 | 1,028 | |
| Volunteers Expenses | 18,140 | 9,467 | |
| Publicity | 4,645 | 497 | |
| Postage, Stationery & IT | 1,636 | 10,714 | |
| Share of Premises Overheads (see note 2) | 14,910 | 15,988 | |
| Total for Year | 41,025 | 38,926 | |
| <u>4. FUNDRAISING AND PUBLICITY COSTS</u> | | | |
| Fundraising Expenses | 1,692 | 3,381 | |
| Share of Premises Overheads (see note 2) | 5,735 | 6,149 | |
| Total for Year | 7,427 | 9,530 | |
| <u>5. MANAGEMENT AND ADMINISTRATION COSTS</u> | | | |
| Council Meetings | 1,364 | 43 | |
| Bank Charges | 188 | 358 | |
| Contribution to General Office Support | 11,178 | 2,301 | |
| Three Rings | 242 | 246 | |
| Legal Costs | 213 | | |
| Van Expenses | 1,460 | 2,590 | |
| Branch Visit | | 470 | |
| Sundry Expenses | 135 | 35 | |
| Share of Premises Overheads (see note 2) | 2,294 | 2,460 | |
| Total for Period | 17,074 | 8,503 | |

6. TANGIBLE FIXED ASSETS

| | Van | Freehold Property Walsingham Road | Total |
|--------------------------------|----------------------|--------------------------------------|-----------------------|
| <u>Cost</u> | £ | £ | £ |
| At 31 st March 2020 | 25,080 | 346,101 | 371,181 |
| Additions in period | | | |
| At 31 st March 2021 | <u>25,080</u> | <u>346,101</u> | <u>371,181</u> |
| <u>Depreciation</u> | | | |
| At 31 st March 20 | 22,164 | 55,016 | 77,180 |
| Charge for year | 2,915 | 6,922 | 9,837 |
| At 31 st March 2021 | <u>25,079</u> | <u>61,938</u> | <u>87,017</u> |
| | | | |
| <u>Net Book Value</u> | | | |
| At 31 March 2021 | <u>1</u> | <u>284,163</u> | <u>284,164</u> |
| | | | |
| At 31 March 2020 | <u>2,916</u> | <u>291,085</u> | <u>294,001</u> |

7. RECONCILIATION OF FUNDS

| | General | Designated Funds | Total |
|--------------------------------------|-----------------------|-----------------------|-----------------------|
| | £ | £ | £ |
| At 1st April 2020 | 187,776 | 294,001 | 481,777 |
| Surplus for the Year | 29,175 | -9,837 | 19,338 |
| At 31st March 2021 | <u>216,951</u> | <u>284,164</u> | <u>501,115</u> |
| Represented by: | | | |
| Tangible Fixed Assets | | 284,164 | 284,164 |
| Current Assets | 216,951 | | 216,951 |
| | <u>216,951</u> | <u>284,164</u> | <u>501,115</u> |

General Fund: Funds are held available for the ordinary purposes of the charity.

8. STAFF COSTS AND NUMBERS.

No staff was employed by the charity during the period 1st April 2020 to 31st March 2021.

9. TRUSTEES' REMUNERATION AND EXPENSES

None of the charity's trustees were directly or indirectly remunerated in any way. 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 year, the total amount reimbursed to the trustees, members of the charity's Management Committee, in respect of travel costs for attending meetings, telephone, postage and other similar expenses is disclosed in page 5, note 5.

10. INDEMNITY INSURANCE.

Samaritans has centrally effected professional indemnity insurance to protect employees, Trustees, Directors and other volunteer members of all Samaritan branches.

COLCHESTER SAMARITANS

ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2021

Independent Examiner's Report to the Trustees of Colchester Samaritans

I am reporting on the Accounts of Colchester Samaritans ended 31st March 2021, which are set out on Pages 2 to 7.

Respective responsibilities of trustees and the examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 Commissioners. 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 seeking explanations from the 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 (other than that disclosed below):

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 Charities Act;
 - to prepare accounts which accord with the accounting records and to comply with the
 - accounting requirements of the Charities 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.

Name: M Lewis

Professional Qualification: Chartered Accountant

Address: 1 Brewery House Brook Street Wivenhoe Essex CO7 9DS

Date:

COLCHESTER SAMARITANSSTATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDING 31st MARCH 2021

| | Note | All Funds 2021 £ | All Funds 2020 £ |
|--|------|------------------------|------------------------|
| <u>Incoming Resources</u> | | | |
| Book Fair | | 333 | 6,482 |
| Donations and Gifts | | 26,802 | 34,753 |
| Fundraising Events | | 7,075 | 13,115 |
| Grants Receivable | | 53,519 | 2,500 |
| Gift Aid | | 6,664 | 36 |
| Legacies | | | 71,654 |
| Hall Hire | | 300 | 2,245 |
| Regional Conference | | | 1,564 |
| Interest | | 8 | 33 |
| Total Incoming Resources | | <u>94,701</u> | <u>132,382</u> |
| <u>Resources Expended</u> | | | |
| Depreciation of Fixed Assets | | 9,837 | 11,938 |
| Direct Charitable Expenditure | 3 | 41,025 | 38,926 |
| Fundraising and Publicity Costs | 4 | 7,427 | 9,530 |
| Management and Administration Costs | 5 | 17,074 | 8,503 |
| Total Resources Expended | | <u>75,363</u> | <u>68,897</u> |
| Net Incoming /(outgoing) resources | | 19,338 | 63,485 |
| Balance brought forward at 1 April 2020 | | 481,777 | 418,292 |
| Balance carried forward at 31 March 2021 | | <u>501,115</u> | <u>481,777</u> |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANS**BALANCE SHEET AS AT 31st MARCH 2021**

| | Note | 2021 | | 2020 | |
|------------------------------|------|---------|----------------|---------|----------------|
| | | £ | £ | £ | £ |
| Tangible Fixed Assets | 6 | | 284,164 | | 294,001 |
| Current Assets | | | | | |
| Cash at Bank and in hand | | 216,951 | | 187,776 | |
| Current Assets | | 216,951 | | 187,776 | |
| | | | | | |
| | | | | | |
| | | | | | |
| Net Total Assets | | | 284,164 | | 294,001 |
| Represented by: | | | | | |
| General | 7 | 216,951 | | 187,776 | |
| Fixed Assets | 7 | 284,164 | | 294,001 | |
| | | | <u>501,115</u> | | <u>481,777</u> |

The notes on pages 4 to 7 form part of these accounts

COLCHESTER SAMARITANS

Notes to the Accounts for the period ending 31st March 2021

1. ACCOUNTING POLICIES

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

b) Voluntary income received by way of donations and gifts is included in the Statement of Financial Activities (the “SOFA”) when received. Gifts in kind are valued and brought in as income and the appropriate expenditure.

c) Gross fund-raising income from events organised by the charity itself is included in the SOFA when received. Where deemed material, fund-raising proceeds not yet received by the charity at the end of year end have also been taken into income at the Trustees’ estimate of ‘likely receivable amount’.

d) Gift Aid and other income received by the charity in respect of which a claim for repayment of tax has or will be made is grossed up for the tax recoverable and this gross amount recognised in the SOFA.

e) Income from legacies is included in the SOFA when received or when the Trustees are satisfied the charity has a legally enforceable right of receipt of a conservatively measurable sum.

f) Revenue grants for immediate financial support and assistance are recognised in the SOFA on receipt and on satisfaction of any preconditions.

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

h) Any costs which cannot be specifically identified to another functional activity of the charity are included in the management and administration function.

i) Depreciation is provided on all tangible fixed assets of material value held by the charity for its own use on a straight line basis so as to write off their costs over the estimated useful lives as follows:

| | |
|--|----------|
| Freehold Property | 50 years |
| Computers and other office equipment/furniture | 4 years |

j) No provision for taxation is included in the accounts as the charity is entitled to the exemption from tax afforded by Section 505 on the Income and Corporation Taxes Act 1988.

| | 2021 | 2020 | |
|--|---------------|---------------|------------|
| <u>2. PREMISES OVERHEADS</u> | | | |
| Water, Light and Heat | 3,559 | 2,396 | |
| Repairs and Renewals | 14,207 | 14,758 | |
| Cleaning and Housekeeping | 1,806 | 3,701 | |
| Office Telephone | 869 | 498 | |
| Insurance | 2,418 | 2,074 | |
| Rent | 80 | 1,170 | |
| Total for Year | 22,939 | 24,597 | |
| Allocated to: - | | | % |
| Direct Charitable Expenditure | 14,910 | 15,988 | 65 |
| Fundraising and Publicity | 5,735 | 6,149 | 25 |
| Management and Administration | 2,294 | 2,460 | 10 |
| Total Allocation for Year | 22,939 | 24,597 | 100 |
| <u>3.DIRECT CHARITABLE EXPENDITURE</u> | | | |
| Emergency Telephone | 1,479 | 1,232 | |
| Volunteers Training and Support Costs | 215 | 1,028 | |
| Volunteers Expenses | 18,140 | 9,467 | |
| Publicity | 4,645 | 497 | |
| Postage, Stationery & IT | 1,636 | 10,714 | |
| Share of Premises Overheads (see note 2) | 14,910 | 15,988 | |
| Total for Year | 41,025 | 38,926 | |
| <u>4. FUNDRAISING AND PUBLICITY COSTS</u> | | | |
| Fundraising Expenses | 1,692 | 3,381 | |
| Share of Premises Overheads (see note 2) | 5,735 | 6,149 | |
| Total for Year | 7,427 | 9,530 | |
| <u>5. MANAGEMENT AND ADMINISTRATION COSTS</u> | | | |
| Council Meetings | 1,364 | 43 | |
| Bank Charges | 188 | 358 | |
| Contribution to General Office Support | 11,178 | 2,301 | |
| Three Rings | 242 | 246 | |
| Legal Costs | 213 | | |
| Van Expenses | 1,460 | 2,590 | |
| Branch Visit | | 470 | |
| Sundry Expenses | 135 | 35 | |
| Share of Premises Overheads (see note 2) | 2,294 | 2,460 | |
| Total for Period | 17,074 | 8,503 | |

6. TANGIBLE FIXED ASSETS

| | Van | Freehold Property Walsingham Road | Total |
|--------------------------------|----------------------|--------------------------------------|-----------------------|
| <u>Cost</u> | £ | £ | £ |
| At 31 st March 2020 | 25,080 | 346,101 | 371,181 |
| Additions in period | | | |
| At 31 st March 2021 | <u>25,080</u> | <u>346,101</u> | <u>371,181</u> |
| <u>Depreciation</u> | | | |
| At 31 st March 20 | 22,164 | 55,016 | 77,180 |
| Charge for year | 2,915 | 6,922 | 9,837 |
| At 31 st March 2021 | <u>25,079</u> | <u>61,938</u> | <u>87,017</u> |
| | | | |
| <u>Net Book Value</u> | | | |
| At 31 March 2021 | <u>1</u> | <u>284,163</u> | <u>284,164</u> |
| | | | |
| At 31 March 2020 | <u>2,916</u> | <u>291,085</u> | <u>294,001</u> |

7. RECONCILIATION OF FUNDS

| | General | Designated Funds | Total |
|--------------------------------------|-----------------------|-----------------------|-----------------------|
| | £ | £ | £ |
| At 1st April 2020 | 187,776 | 294,001 | 481,777 |
| Surplus for the Year | 29,175 | -9,837 | 19,338 |
| At 31st March 2021 | <u>216,951</u> | <u>284,164</u> | <u>501,115</u> |
| Represented by: | | | |
| Tangible Fixed Assets | | 284,164 | 284,164 |
| Current Assets | 216,951 | | 216,951 |
| | <u>216,951</u> | <u>284,164</u> | <u>501,115</u> |

General Fund: Funds are held available for the ordinary purposes of the charity.

8. STAFF COSTS AND NUMBERS.

No staff was employed by the charity during the period 1st April 2020 to 31st March 2021.

9. TRUSTEES' REMUNERATION AND EXPENSES

None of the charity's trustees were directly or indirectly remunerated in any way. 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 year, the total amount reimbursed to the trustees, members of the charity's Management Committee, in respect of travel costs for attending meetings. telephone, postage and other similar expenses is disclosed in page 5, note 5.

10. INDEMNITY INSURANCE.

Samaritans has centrally effected professional indemnity insurance to protect employees, Trustees, Directors and other volunteer members of all Samaritan branches.