



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	04	2023		31	03	2024

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Alpha House	
10 Carver Street	
Sheffield	
Postcode	S1 4FS

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Anthony Pedder	Chair	Until 31/12/2023	
2	Chris Booth			
3	Kelly Griffiths			
4	Delroy Hall			
5	Jan Hedge			
6	Rachel Medina			
7	Andrew Walker			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

CIO Foundation Constitution

How the charity is constituted
(eg. trust, association, company)

CIO

Trustee selection methods
(eg. appointed by, elected by)

By resolution of the charity Trustees (paragraph 10 of constitution)

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

We have a board of Trustees with relevant background experience including financial management, health, education and charity/faith sector.

Our two co-CEOs report into the Board and oversee the team of staff (17 at March 24), volunteers (41 at March 24) and Associate Trainers (2) who between them fulfil organisational planning/infrastructure roles and service delivery.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Established in 2017 as an early intervention service to provide pastoral care in communities across South Yorkshire, our focus is 'journeying with people through the challenges of life.' The charity's objects are:

The relief and prevention of physical and mental hardship suffered by individuals inside and outside of the workplace through the provision of listening and chaplaincy services through South Yorkshire.

The provision of confidential pastoral care and support to individuals

<p>inside and outside of the workplace suffering difficulties in their everyday life throughout South Yorkshire.</p>
<p>Services provided by the charity benefit those members of the public who engage with those organisations through whom the charity works, which, in the view of the Trustees, complies with the guidance issued by the Charity Commission on public benefit.</p> <p>Our main activities have been providing pastoral care services. We partner with organisations to help them create an environment of holistic well-being that facilitates positive mental health for the people within their care and responsibility, supporting individuals within those organisations in times of bereavement, work and home-life stress, personal and/or community crisis. Our Chaplaincy, Listening and Well-being services have provided a mix of informal, relationship-building support and more formal, appointment-based services, to provide a range of access points to the individuals needing support.</p> <p>We are embedded in many work and community settings making a positive difference to adults, young people and children. As a confidential, independent, listening ear, we provide emotional, mental health and/or spiritual support as a one-off or on a continuing basis. We also facilitated listening and reflective sessions for small groups in a number of our Partner Organisations.</p> <p>Organisations who are partnered with us, for whom we provide one or more of our services, include Hospices, Sports Clubs, Businesses and Engineering, South Yorkshire Fire & Rescue, Schools including 6th form, GP Practices, Specialist Charities. Our services are for staff, patients, family members, students, adults and children dependent on the organisation context.</p> <p>In addition, we provided Training not only for our volunteers, but also for individual beneficiaries and organisations wanting to access our Listening and well-being approach as well as our Chaplaincy training.</p>

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

In this financial year our team of volunteers and staff completed over 3,000 formal listening appointments and 1300 significant conversations to over 2400 direct beneficiaries, plus a huge number of contacts/brief chats and a wider number of people attending events which we led and/or participated in, e.g. Hospice Light Up a Life Services; funerals and Remembrance events; meals, memorials, celebrations. In addition to these ongoing partnership relationships, we also responded to requests for Crisis Support, providing Listening appointments and significant conversations to an additional 27 beneficiaries.

This year saw a development of our Children's Services with the growth of our Sibling Service for children with neuro-diverse siblings, our Bereavement and Separation Service, and the introduction of our Transition Service from Year 6 to Year 7 with 20 students benefiting in our pilot project. *"I'm happy to have someone to talk to so I don't have to worry about it anymore."* To facilitate this growth, we recruited 3 additional P/T Children's Listeners and created a P/T Children's Lead role.

Our PCN Listening services grew with the addition of a new PCN (4 surgeries) and the introduction of Calmly Create, an art wellbeing group for patients, a bereavement group and a pilot project making wellbeing calls to patients identified as particularly vulnerable.

Our involvement with all our Partner Organisations developed with the introduction of staff remembrance events and home visits for one of the Hospices, an additional women's Aid project, helping to launch a Midnight Memory walk, attending Fire Fighters training and graduation events, writing wellbeing articles for sports programmes.

In addition, and as part of, providing the above services we delivered the following training events, developing the skills of our volunteers, as well as individuals from other community groups, to enhance their ability to support others who are experiencing difficulties.

30 people trained in Listening Skills (levels 1, 2 and 3)

4 people trained in Chaplaincy Skills

Our Co-CEOs also spoke at a number of events on the importance of listening in different life scenarios in addition to writing articles on different aspects of wellbeing and strategies for different life situations. We also delivered a series of Wellbeing modules for our volunteers on Supporting Mental Health, Listening in a Crisis and Delivering a Holistic Approach.

In 2023, all of our staff successfully completed MHFA England's training and are registered Mental Health First Aiders to supplement our core Listening, Chaplaincy and Wellbeing Training.

Section E

Financial review

Brief statement of the charity's policy on reserves

To build reserves where possible in order to cover contingencies, building on the low level of reserves we have been able to create so far using 6 months as a target reserve amount.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

We are grateful to the Trusts and individual Donors who have given funding this year to enable us to continue and grow our services. Also, to a growing number of our Partner Organisations who have been able to make financial contributions towards the costs of the services provided for them.

Grants have been awarded from the Blue Light Card Foundation, Cutlers Company Charitable Trust, Dixon Pitchfork Charitable Trust, Facey Family Foundation, Garfield Weston Foundation, Harry Bottom Charitable Trust, James Neill Trust Fund, AESSeal Charitable Giving (through the Lieutenancy Fund), Liz and Terry Bramall Foundation, National Lottery Awards for All England, National Lottery Community Fund (RC Yorkshire and Humber region), People Keeping Well Sheffield, Sheffield Evangelical Trust, Sheffield Town Trust, Souter Charitable Trust, South Yorkshire's Community Foundation, Talbot Trusts.

We are also grateful to those who have held events to raise funds for our work, including marathon and 10k runners, walkers, birthday fundraisers, retirement donation, those hosting Coffee, Cake, Chat events in their homes or churches, and Clark & Partners Ltd for making SYCLS their Charity Partner at their 60th anniversary gala event leading to a generous donation.

Section F

Other optional information


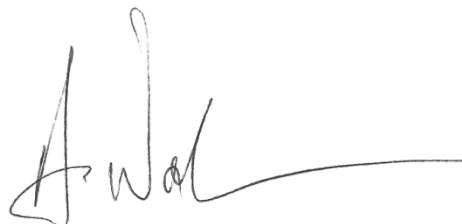
Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Chris Booth	Andrew Walker
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Position (eg Secretary, Chair, etc)

Chair	Trustee
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Date

29/01/2025

South Yorkshire Chaplaincy & Listening Service

Charity No. 1174021

Trustees' Report and Unaudited Accounts

31 March 2024

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The trustees present their report with the unaudited financial statements of the charity for the year ended 31 March 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity No. 1174021

Trustees

The following trustees served during the year:

C. Booth

D. Hall

J. Hedge

K. Hobbs

R. Medina

T. Pedder

A. Walker

Accountants

Peach Wilkinson Ltd

78 Cross Hill

Ecclesfield

Sheffield

S35 9TU

Statement of trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the charity's trustees



C. Booth

Trustee

24 September 2024

Independent Examiner's Report to the trustees of South Yorkshire Chaplaincy & Listening Service

I report to the trustees on my examination of the financial statements of South Yorkshire Chaplaincy & Listening Service for the year ended 31 March 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

As the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination by being a qualified member of F.M.A.A.T.

I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Mr Adam Claydon F.M.A.A.T

Peach Wilkinson Ltd

78 Cross Hill

Ecclesfield

Sheffield

S35 9TU

24 September 2024

South Yorkshire Chaplaincy & Listening Service

Statement of Financial Activities

for the year ended 31 March 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
	Notes			
Income and endowments from:				
Donations and legacies	2	67,766	58,807	126,573
Other trading activities	3	180,105	-	180,105
Other	4	30,840	-	30,840
Total		278,711	58,807	337,518
Expenditure on:				
Other	5	268,575	35,415	303,990
Total		268,575	35,415	303,990
Net gains on investments		-	-	-
Net income		10,136	23,392	33,528
Transfers between funds		-	-	-
Net income before other gains/(losses)		10,136	23,392	33,528
Other gains and losses				
Net movement in funds		10,136	23,392	33,528
Reconciliation of funds:				
Total funds brought forward		34,798	12,717	47,515
Total funds carried forward		44,934	36,109	81,043

South Yorkshire Chaplaincy & Listening Service

Balance Sheet

at 31 March 2024

Charity No. 1174021

	2024	
	£	£
Current assets		
Cash at bank and in hand	81,402	-
	<u>81,402</u>	<u>-</u>
Creditors: Amount falling due within one year	7 (359)	-
Net current assets	<u>81,043</u>	<u>-</u>
Total assets less current liabilities	<u>81,043</u>	<u>-</u>
Net assets excluding pension asset or liability	<u>81,043</u>	<u>-</u>
Total net assets	<u><u>81,043</u></u>	<u><u>-</u></u>
The funds of the charity		
Restricted funds	8	
Restricted income funds	36,109	12,717
	<u>36,109</u>	<u>12,717</u>
Unrestricted funds	8	
General funds	44,934	34,798
	<u>44,934</u>	<u>34,798</u>
Reserves	8	
Total funds	<u><u>81,043</u></u>	<u><u>47,515</u></u>

Approved by the trustees on 24 September 2024

And signed on their behalf by:

C. Booth

Trustee

24 September 2024

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.

Designated funds These are unrestricted funds earmarked by the trustees for particular purposes.

Revaluation funds These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.

Restricted funds These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.

Income with related expenditure Where income has related expenditure the income and related expenditure is reported gross in the SoFA.

Donations and legacies Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.

Tax reclaims on donations and gifts Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.

Donated services and facilities These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.

Volunteer help The value of any volunteer help received is not included in the accounts.

Investment income This is included in the accounts when receivable.

Gains/(losses) on revaluation of fixed assets This includes any gain or loss resulting from revaluing investments to market value at the end of the year.

Gains/(losses) on investment assets This includes any gain or loss on the sale of investments.

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from tax on its charitable activities.

Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Research and development

Expenditure on research and development is written off in the year in which it is incurred.

Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation. Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Income from donations and legacies

	Unrestricted	Restricted	Total 2024
	£	£	£
The National Lottery			
Community Fund, RC Yorkshire and Humber Region	-	25,333	25,333
Regular Gifts	7,084	-	7,084
Funding	60,682	33,474	94,156
	<u>67,766</u>	<u>58,807</u>	<u>126,573</u>

3 Income from other trading activities

	Unrestricted	Total 2024
	£	£
Training	2,120	2,120
SCC Contract	17,500	17,500
PCN Salaries	75,710	75,710
Partnership	84,775	84,775
	<u>180,105</u>	<u>180,105</u>

4 Other income

	Unrestricted	Total 2024
	£	£
PCN fees	16,779	16,779
One Off Gifts	12,260	12,260
Gift Aid and Other	1,801	1,801
	<u>30,840</u>	<u>30,840</u>

5 Other expenditure

	Unrestricted	Restricted	Total 2024
	£	£	£
Publicity	2,454	-	2,454
Memberships	726	-	726
Employee costs	223,148	29,443	252,591
Premises costs	18,274	-	18,274
General administrative costs	14,638	5,708	20,346
Legal and professional costs	9,335	264	9,599
	<u>268,575</u>	<u>35,415</u>	<u>303,990</u>

6 Staff costs

	2024
Salaries and wages	240,702
	<u>240,702</u>

No employee received emoluments in excess of £60,000.

7 Creditors:

amounts falling due within one year

	2024
	£
Accruals	359
	<u>359</u>

8 Movement in funds

	At 1 April 2023	Incoming resources (including other gains/losses) £	Resources expended £	At 31 March 2024 £
Restricted funds:				
Restricted income funds:				
	12,717	58,807	(35,415)	36,109
<i>Total</i>	<u>12,717</u>	<u>58,807</u>	<u>(35,415)</u>	<u>36,109</u>
Unrestricted funds:				
General funds	34,798	278,711	(268,575)	44,934
Total funds	<u>47,515</u>	<u>337,518</u>	<u>(303,990)</u>	<u>81,043</u>

9 Analysis of net assets between funds

	Unrestricted funds £	Total £
Net current assets	81,043	81,043
	<u>81,043</u>	<u>81,043</u>

10 Reconciliation of net debt

	Cash flows £	At 31 March 2024 £
Cash and cash equivalents	81,402	81,402
	<u>81,402</u>	<u>81,402</u>
Net debt	<u>81,402</u>	<u>81,402</u>

South Yorkshire Chaplaincy & Listening Service
Detailed Statement of Financial Activities
for the year ended 31 March 2024

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Income and endowments from:			
Donations and legacies			
The National Lottery Community Fund, RC Yorkshire and Humber Region	-	25,333	25,333
Regular Gifts	7,084	-	7,084
Funding	60,682	33,474	94,156
	<u>67,766</u>	<u>58,807</u>	<u>126,573</u>
Other trading activities			
Training	2,120	-	2,120
SCC Contract	17,500	-	17,500
PCN Salaries	75,710	-	75,710
Partnership	84,775	-	84,775
	<u>180,105</u>	<u>-</u>	<u>180,105</u>
Other			
PCN fees	16,779	-	16,779
One Off Gifts	12,260	-	12,260
Gift Aid and Other	1,801	-	1,801
	<u>30,840</u>	<u>-</u>	<u>30,840</u>
Total income and endowments	278,711	58,807	337,518
Expenditure on:			
Other expenditure			
Publicity	2,454	-	2,454
Memberships	726	-	726
	<u>3,180</u>	<u>-</u>	<u>3,180</u>
Employee costs			
Salaries/wages	216,039	24,663	240,702
Staff training	7,109	4,780	11,889
	<u>223,148</u>	<u>29,443</u>	<u>252,591</u>
Premises costs			
Rent	14,995	-	14,995
Rates	733	-	733
Light, heat and power	2,546	-	2,546
	<u>18,274</u>	<u>-</u>	<u>18,274</u>
General administrative costs, including depreciation and amortisation			
Equipment repairs and maintenance	3,673	3,182	6,855
General insurances	1,933	-	1,933

South Yorkshire Chaplaincy & Listening Service
Detailed Statement of Financial Activities

Software, IT support and related costs	3,466	271	3,737
Stationery and printing	947	-	947
Sundry expenses	3,672	2,220	5,892
Telephone, fax and broadband	948	34	982
	<u>14,638</u>	<u>5,708</u>	<u>20,346</u>
Legal and professional costs			
Accountancy and bookkeeping	360	-	360
Other legal and professional costs	8,975	264	9,239
	<u>9,335</u>	<u>264</u>	<u>9,599</u>
Total of expenditure of other costs	<u>268,575</u>	<u>35,415</u>	<u>303,990</u>
Total expenditure	268,575	35,415	303,990
Net gains on investments	-	-	-
	<u>10,136</u>	<u>23,392</u>	<u>33,528</u>
Net income			
Net income before other gains/(losses)	10,136	23,392	33,528
Other Gains	-	-	-
	<u>10,136</u>	<u>23,392</u>	<u>33,528</u>
Net movement in funds			
	<u>10,136</u>	<u>23,392</u>	<u>33,528</u>
Reconciliation of funds:			
Total funds brought forward	34,798	12,717	47,515
Total funds carried forward	<u>44,934</u>	<u>36,109</u>	<u>81,043</u>

South Yorkshire Chaplaincy & Listening Service

Charity No. 1174021

Trustees' Report and Unaudited Accounts

31 March 2024

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The trustees present their report with the unaudited financial statements of the charity for the year ended 31 March 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity No. 1174021

Trustees

The following trustees served during the year:

C. Booth

D. Hall

J. Hedge

K. Hobbs

R. Medina

T. Pedder

A. Walker

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Peach Wilkinson Ltd

78 Cross Hill

Ecclesfield

Sheffield

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Signed on behalf of the charity's trustees



C. Booth

Trustee

24 September 2024

Independent Examiner's Report to the trustees of South Yorkshire Chaplaincy & Listening Service

I report to the trustees on my examination of the financial statements of South Yorkshire Chaplaincy & Listening Service for the year ended 31 March 2024.

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I have completed my examination. I can confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Mr Adam Claydon F.M.A.A.T

Peach Wilkinson Ltd

78 Cross Hill

Ecclesfield

Sheffield

S35 9TU

24 September 2024

South Yorkshire Chaplaincy & Listening Service

Statement of Financial Activities

for the year ended 31 March 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
	Notes			
Income and endowments from:				
Donations and legacies	2	67,766	58,807	126,573
Other trading activities	3	180,105	-	180,105
Other	4	30,840	-	30,840
Total		278,711	58,807	337,518
Expenditure on:				
Other	5	268,575	35,415	303,990
Total		268,575	35,415	303,990
Net gains on investments		-	-	-
Net income		10,136	23,392	33,528
Transfers between funds		-	-	-
Net income before other gains/(losses)		10,136	23,392	33,528
Other gains and losses				
Net movement in funds		10,136	23,392	33,528
Reconciliation of funds:				
Total funds brought forward		34,798	12,717	47,515
Total funds carried forward		44,934	36,109	81,043

South Yorkshire Chaplaincy & Listening Service

Balance Sheet

at 31 March 2024

Charity No. 1174021

	2024	
	£	£
Current assets		
Cash at bank and in hand	81,402	-
	<u>81,402</u>	<u>-</u>
Creditors: Amount falling due within one year	7 (359)	-
Net current assets	<u>81,043</u>	<u>-</u>
Total assets less current liabilities	81,043	-
Net assets excluding pension asset or liability	<u>81,043</u>	<u>-</u>
Total net assets	<u>81,043</u>	<u>-</u>
The funds of the charity		
Restricted funds	8	
Restricted income funds	36,109	12,717
	<u>36,109</u>	<u>12,717</u>
Unrestricted funds	8	
General funds	44,934	34,798
	<u>44,934</u>	<u>34,798</u>
Reserves	8	
Total funds	<u>81,043</u>	<u>47,515</u>

Approved by the trustees on 24 September 2024

And signed on their behalf by:

C. Booth

Trustee

24 September 2024

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.

Designated funds These are unrestricted funds earmarked by the trustees for particular purposes.

Revaluation funds These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.

Restricted funds These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.

Income with related expenditure Where income has related expenditure the income and related expenditure is reported gross in the SoFA.

Donations and legacies Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.

Tax reclaims on donations and gifts Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.

Donated services and facilities These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.

Volunteer help The value of any volunteer help received is not included in the accounts.

Investment income This is included in the accounts when receivable.

Gains/(losses) on revaluation of fixed assets This includes any gain or loss resulting from revaluing investments to market value at the end of the year.

Gains/(losses) on investment assets This includes any gain or loss on the sale of investments.

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from tax on its charitable activities.

Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Research and development

Expenditure on research and development is written off in the year in which it is incurred.

Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation. Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Income from donations and legacies

	Unrestricted	Restricted	Total 2024
	£	£	£
The National Lottery			
Community Fund, RC Yorkshire and Humber Region	-	25,333	25,333
Regular Gifts	7,084	-	7,084
Funding	60,682	33,474	94,156
	<u>67,766</u>	<u>58,807</u>	<u>126,573</u>

3 Income from other trading activities

	Unrestricted	Total 2024
	£	£
Training	2,120	2,120
SCC Contract	17,500	17,500
PCN Salaries	75,710	75,710
Partnership	84,775	84,775
	<u>180,105</u>	<u>180,105</u>

4 Other income

	Unrestricted	Total 2024
	£	£
PCN fees	16,779	16,779
One Off Gifts	12,260	12,260
Gift Aid and Other	1,801	1,801
	<u>30,840</u>	<u>30,840</u>

5 Other expenditure

	Unrestricted	Restricted	Total 2024
	£	£	£
Publicity	2,454	-	2,454
Memberships	726	-	726
Employee costs	223,148	29,443	252,591
Premises costs	18,274	-	18,274
General administrative costs	14,638	5,708	20,346
Legal and professional costs	9,335	264	9,599
	<u>268,575</u>	<u>35,415</u>	<u>303,990</u>

6 Staff costs

	2024
Salaries and wages	240,702
	<u>240,702</u>

No employee received emoluments in excess of £60,000.

7 Creditors:

amounts falling due within one year

	2024
	£
Accruals	359
	<u>359</u>

8 Movement in funds

	At 1 April 2023	Incoming resources (including other gains/losses) £	Resources expended £	At 31 March 2024 £
Restricted funds:				
Restricted income funds:				
	12,717	58,807	(35,415)	36,109
<i>Total</i>	<u>12,717</u>	<u>58,807</u>	<u>(35,415)</u>	<u>36,109</u>
Unrestricted funds:				
General funds	34,798	278,711	(268,575)	44,934
Total funds	<u>47,515</u>	<u>337,518</u>	<u>(303,990)</u>	<u>81,043</u>

9 Analysis of net assets between funds

	Unrestricted funds £	Total £
Net current assets	81,043	81,043
	<u>81,043</u>	<u>81,043</u>

10 Reconciliation of net debt

	Cash flows £	At 31 March 2024 £
Cash and cash equivalents	81,402	81,402
	<u>81,402</u>	<u>81,402</u>
Net debt	<u>81,402</u>	<u>81,402</u>

South Yorkshire Chaplaincy & Listening Service
Detailed Statement of Financial Activities
for the year ended 31 March 2024

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Income and endowments from:			
Donations and legacies			
The National Lottery Community Fund, RC Yorkshire and Humber Region	-	25,333	25,333
Regular Gifts	7,084	-	7,084
Funding	60,682	33,474	94,156
	<u>67,766</u>	<u>58,807</u>	<u>126,573</u>
Other trading activities			
Training	2,120	-	2,120
SCC Contract	17,500	-	17,500
PCN Salaries	75,710	-	75,710
Partnership	84,775	-	84,775
	<u>180,105</u>	<u>-</u>	<u>180,105</u>
Other			
PCN fees	16,779	-	16,779
One Off Gifts	12,260	-	12,260
Gift Aid and Other	1,801	-	1,801
	<u>30,840</u>	<u>-</u>	<u>30,840</u>
Total income and endowments	278,711	58,807	337,518
Expenditure on:			
Other expenditure			
Publicity	2,454	-	2,454
Memberships	726	-	726
	<u>3,180</u>	<u>-</u>	<u>3,180</u>
Employee costs			
Salaries/wages	216,039	24,663	240,702
Staff training	7,109	4,780	11,889
	<u>223,148</u>	<u>29,443</u>	<u>252,591</u>
Premises costs			
Rent	14,995	-	14,995
Rates	733	-	733
Light, heat and power	2,546	-	2,546
	<u>18,274</u>	<u>-</u>	<u>18,274</u>
General administrative costs, including depreciation and amortisation			
Equipment repairs and maintenance	3,673	3,182	6,855
General insurances	1,933	-	1,933

South Yorkshire Chaplaincy & Listening Service
Detailed Statement of Financial Activities

Software, IT support and related costs	3,466	271	3,737
Stationery and printing	947	-	947
Sundry expenses	3,672	2,220	5,892
Telephone, fax and broadband	948	34	982
	<u>14,638</u>	<u>5,708</u>	<u>20,346</u>
Legal and professional costs			
Accountancy and bookkeeping	360	-	360
Other legal and professional costs	8,975	264	9,239
	<u>9,335</u>	<u>264</u>	<u>9,599</u>
Total of expenditure of other costs	<u>268,575</u>	<u>35,415</u>	<u>303,990</u>
Total expenditure	268,575	35,415	303,990
Net gains on investments	-	-	-
	<u>10,136</u>	<u>23,392</u>	<u>33,528</u>
Net income			
Net income before other gains/(losses)	10,136	23,392	33,528
Other Gains	-	-	-
	<u>10,136</u>	<u>23,392</u>	<u>33,528</u>
Net movement in funds			
	<u>10,136</u>	<u>23,392</u>	<u>33,528</u>
Reconciliation of funds:			
Total funds brought forward	34,798	12,717	47,515
Total funds carried forward	<u>44,934</u>	<u>36,109</u>	<u>81,043</u>