

REGISTERED CHARITY NUMBER 1174186

NEWPORT & GWENT SAMARITANS

TRUSTEES' ANNUAL REPORT

INCORPORATING FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st MARCH 2023

NEWPORT & GWENT SAMARITANS

YEAR ENDED 31st MARCH 2023

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INCORPORATING FINANCIAL STATEMENTS

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NEWPORT & GWENT SAMARITANS

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2023

The Trustees present their report together with the financial statements of the charity for the year ended 31st March 2023. The financial statements have been prepared in accordance with the accounting policies set out in Note 1 and comply with the Charity's trust deed and applicable law.

Legal and administrative information

Charity registration number 1174186

Address

1 -3 Waters Lane
Newport, South Wales
NP20 1LA

Trustees

Sharon Beckett	Director
Peter Edmunds	
Susan Hard	
Jeff Mitchell	resigned
Cynthia Plant	
David Rodrick	
Chris Stewart	
Sarah Symondson	Treasurer
Annette Ware	
Richard Williams	

Independent Examiner

David L Evans ACA
Twr Melyn
Monmouth Road
Raglan
Monmouthshire

Bankers

HSBC
1 Bridge Street
Newport
South Wales
NP20 4UT

NEWPORT & GWENT SAMARITANS

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2023 - continued

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity was registered on 26th February 1968 under charity registration number 255044. On 9th August 2017 the Charity was reregistered as a Charitable Incorporated Organisation (CIO) with the new number of 1174186. A new constitution was created and lodged with the Charity Commission. At the time of this change, the Charity became an affiliated branch of the main Samaritans Charity (reg. 219432) which is the co-ordinating body for the separate Samaritan charities in the UK and Ireland.

Recruitment and appointment of new trustees

All persons wishing to become Trustees are given a trustee role description, a trustee person description and a trustee code of conduct. They are required to undergo the Trustees Training module provided by Samaritans head office. Every trustee must be appointed by a resolution passed at a properly convened meeting of the existing charity trustees. New trustees are also required to undertake induction training during which (s)he will be given (and receive help in understanding) copies of:

- the governing document
- the annual report and accounts
- the current budget
- internal policy statements

Organisational Structure

The Director (D1) is responsible for the day to day service provision by the branch, all contact with our service users and the deployment and welfare of all volunteers. The director is also a Trustee. Various roles within the branch are delegated to deputy directors, who need not necessarily also be trustees. These roles include the training of new volunteers, the ongoing training of existing volunteers, leaders, caller care, volunteer care and recruitment.

Responsibility for all practical aspects of managing premises, finance and fundraising is also undertaken by the Director (under what is known as 'branch single leadership') and is delegated to other trustees or members of the branch as appropriate. The Trustees met at regular intervals during the year, usually at six week intervals as part of the 'Branch Leadership Team' regular meetings.

Risk Management

The trustees operate a rolling programme of identifying and addressing major risks to the charity at their regular meetings.

OBJECTIVES AND ACTIVITIES

Purpose and aims

Samaritans aims to provide confidential, non-judgemental, emotional support for people who are experiencing feelings of distress and despair, including those which may lead to suicide.

It is our vision that fewer people die by suicide.

Samaritans, as a nationwide organisation, aims to provide this support every hour of every day of the year to those who need it. Newport branch operates seven days a week and covers as many hours as possible depending on volunteer numbers.

NEWPORT & GWENT SAMARITANS

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2023 - continued

Activities undertaken for the public benefit

In all their decisions the trustees have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

ACHIEVEMENTS AND PERFORMANCE

In February 2022 we sold our premises located at Stow Hill in Newport. In order to be able to continue to provide our core listening service without interruption, we moved to temporary rented premises in Bailey Street in Newport. New premises in Waters Lane in Newport were identified and then purchased in August 2022. The Trustees wish to thank those volunteers who expended a great deal of time and energy into making this happen. Throughout this year we continued to occupy the rented premises in Bailey Street while the necessary renovations to the new property were in progress. These have continued into 2023/24. The work is proceeding as quickly as possible as it is important to be able to leave our rented premises at the earliest opportunity in order to save the costs involved. The Trustees are extremely grateful to those who have driven this project forward and given a huge amount of time and expertise to it.

In the last twelve months, the Newport branch of the Samaritans was able to support those in emotional distress in the following ways: telephone conversations; email contacts; webchats; outreach and supporting our police custody suites.

Face to face conversations with those who come into the branch premises had to be suspended due to Covid-19 restrictions and have not yet been reinstated, partly due to lack of facilities at the rented premises. There is a dedicated room in the new premises and this service will be resumed as soon as practicable.

Volunteer numbers in the branch at any one time varied from between 75 and 90. Everybody who provides our service is a volunteer and there are no paid employees. All volunteers, including trustees, are reimbursed for any expenses they incur on behalf of the branch. The trustees extend our thanks to everyone in the branch who has so generously given their time.

Our partnership with the National Offender Management Service where volunteers give training and support to prisoners who act as 'Listeners' to other prisoners in two of our local prisons is now fully operational.

In order to provide our service, we rely on the generosity of individuals and organisations, and on our volunteers, to raise the funds which the branch needs to operate. The fund raising deputy director and team are very hardworking. There will be need for renewed fund raising in the coming year. The trustees would like to thank the team and everybody who helped in both large and small ways to raise the funds which are necessary to fund our ongoing service.

A list of those individuals and organisations who have donated in the past year can be found in Note 1 to the financial statements; donations in memoriam in note 2 and the fund raising events and grants received in note 3. The Trustees wish to thank all who have given both time and money so generously to enable us to maintain our service.

Future developments

2023/24 will see us occupy our new premises in Waters Lane and deliver our service from there. Renovating the property will be an ongoing project for some months after that.

NEWPORT & GWENT SAMARITANS

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2023 - continued

FINANCIAL REVIEW

The overall deficit for the twelve months to 31st March 2023 was £43,893, (31st March 2022: surplus £666). This reflects the planned use of our previous reserves to buy and renovate new premises.

Excluding the sale of property, the charity's principal sources of funding during the last financial period were as follows:

39% given by individuals, organisations and in memory (2022: 55%)

51% from grants and fundraising activities (2022: 29%)

10% from the National Offender Management Service partnership (2022: 16%)

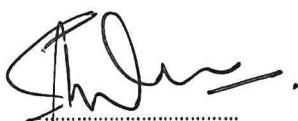
General Unrestricted funds amounted to £361 (2022: £49,467) and Restricted funds amounted to £7,363 (2022: £2,150). All the Restricted funds at the end of the year are in respect of the building renovation and will be spent in 2023/24.

Reserves Policy

The trustees believe that sufficient reserves should be maintained in order that if any of our major sources of income are lost, we will have enough resources to maintain our core service until replacement sources of funding can be established. The Trustees have agreed to adopt a reserves policy, in this respect, of eighteen months of normal expenditure.

As soon as the building renovation is complete, every effort will be made to replace and maintain reserves at the appropriate level as soon as possible.

Approved by the Trustees and signed on their behalf by :



Sharon Beckett
Director

26th September 2023

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF NEWPORT & GWENT SAMARITANS

I report on the accounts for the year to 31st March 2023 set out on pages 6 to 9.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act) and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. 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 in seeking explanations from you as trustees concerning 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 statements below.

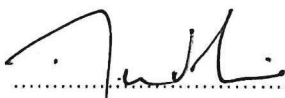
Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;
- have not been met; or

- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



David Evans ACA
Twr Melyn, Monmouth Road
Raglan, Monmouthshire.

21/9/23

Newport & Gwent Samaritans

Year to 31st March 2023

	Note	Restricted Funds	General Funds	31/03/2023 Total	31/03/2022 Total
Income				£	£
Donations	1	-	20,919	20,919	10,232
GWR grant - restricted fund		-	-	-	2,150
Donations in Memory	2	-	138	138	177
Fundraising & grants	3	14,190	13,294	27,484	3,448
NOMS prison support		-	5,515	5,515	3,091
Sale proceeds 43 Stow Hill		-	168,940	168,940	
		14,190	208,806	222,996	19,098
Expenditure					
Fund raising costs	4	-	925	925	625
Outreach		648	-	648	152
Telephone caller line		-	1,474	1,474	1,833
Office telephone costs		-	228	228	812
Rent & rent deposit		-	13,611	13,611	1,689
Insurance		-	958	958	714
Rates & water		-	708	708	1,108
Heat & light		-	1,110	1,110	1,598
Repairs & housekeeping	5	-	489	489	2,466
Travelling expenses	6	525	11,168	11,693	966
Conference & training expenses		977		977	
Printing, stationery & office costs		-	275	275	811
Internet services & IT costs		-	1,229	1,229	528
Data protection registration		-	70	70	70
Licences		-	-	-	20
Professional fees	7	-	-	-	800
Bank charges		-	118	118	38
Central office levy		-	683	683	2,610
Miscellaneous expenses	8	-	71	71	1,592
Purchase 1-3 Waters Lane	9	-	187,947	187,947	
Renovations 1-3 Waters Lane	9	6,827	36,848	43,675	
		8,977	257,912	266,889	18,432
Surplus/ (deficit) for year		5,213	(49,106)	(43,893)	666
Balance as at 1st April 2022 b/f		2,150	49,467	51,617	50,951
Balance as at 31st March 2023		7,363	361	7,724	51,617
Bank accounts as at 31st March 2023					
HSBC current account CIO		7,363	261	7,624	51,517
HSBC current account oldCo		-	100	100	100
		7,363	361	7,724	51,617
General Unrestricted Funds				361	49,467
Restricted Funds				7,363	2,150
				7,724	51,617
Other assets - Unrestricted Funds					
1-3 Waters Lane, Newport. See note 9				231,622	

Newport & Gwent Samaritans

Year to 31st March 2023

Notes	31/03/2023	31/03/2022
	£	£
1. Donations		
Annette 150	-	56
Lisa 279	358	38
Llanwern CC	-	100
Anon/CAF	49	20
Sheila Smith	-	10
Alun Williams	-	10
Margaret Ford	20	10
Graig CC	-	100
M Rees	-	5
Pears Foundation	-	3,869
Alun Griffiths Ltd	-	50
Jo 216	-	3
Croesyceiliog & Llanyravon CC	150	150
Julie Morgan	50	100
St Joseph's RC School	-	41
Cath 138	20	20
Bernie 63	-	60
E Beckett	-	30
Mount Zion Baptist Church	-	100
Mrs J Taylor	-	10
Glascoed Village	20	12
Bella 130	-	5
Freemasons	3,000	1,000
Magor Knit & Natter	-	50
Mrs E J Williams	-	3,000
Duckpool Road Baptist Church	-	250
St John Baptist Church, Newport	-	100
Sarah 93	-	100
Peter 105	-	96
Anon	-	184
PayPal	-	440
Anon	10,120	113
Llanwern CC	-	100
Redwick CC	50	-
Annett Brimble	10	-
Samaritans Christmas Campaign	3	-
D R Podmore	60	-
Admiral	6,333	-
Gilwern WI	35	-
Evans & Clarke collection	6	-
RE Stone	50	-
A Matthews	50	-
Denise 331	100	-
K Tovey	50	-
Karen 46	25	-
Toby 329	60	-
Glascoed Baptist Chapel	100	-
Ponthir Baptist Church	200	-
	20,919	10,232

Newport & Gwent Samaritans

Year to 31st March 2023

Notes - continued

31/03/2023 31/03/2022

2. Donations in memory

£ £

Jocelyn Jones	88
Joyce (Lane)	50
	<u>138</u>

3. Fundraising and grants

Restricted Funds General Funds Total

Books	-	29	29	29
Cards/Christmas cards/merchandise	-	287	287	73
Honesty sale	-	-	-	42
Christmas party raffle & auction	-	587	587	151
Asda Green Tokens	-	-	-	200
Langstone Crematorium	-	-	-	1,500
Talks	-	34	34	60
Local Giving grant	-	500	500	500
Samarathon	-	5	5	193
100 Club	-	408	408	193
Easy Fundraising	-	49	49	17
Amazon/PayPal	-	228	228	82
Bridge walk	-	699	699	-
Anna 272 sale of paintings	-	451	451	-
Amber Energy	-	-	-	100
Enthuse	-	141	141	-
Cardiff YMCA 1910	4,990	-	4,990	-
Lottery grant	9,200	-	9,200	-
Sarah Millican collection	-	1,009	1,009	-
Quiz night	-	25	25	308
Matthew's Army	-	680	680	-
Fashion Show	-	1,283	1,283	-
Ponthir Music Night	-	2,584	2,584	-
GAVO	-	4,000	4,000	-
Donr Ltd	-	101	101	-
Rodney Parade collection	-	194	194	-
	<u>14,190</u>	<u>13,294</u>	<u>27,484</u>	<u>3,448</u>

4. Fund raising costs

Cards & merchandise	264	54
100 Club Prizes	75	68
Christmas party	-	280
Quiz night	-	223
Ponthir music night	336	-
Fashion show	250	-
	<u>925</u>	<u>625</u>

Newport & Gwent Samaritans

Year to 31st March 2023

Notes - cont

	31/03/2023	31/03/2022
5. Repairs & housekeeping		
Housekeeping, small repairs, refreshments	489	502
Gas safety certificate	-	78
replacement outdoor signs	-	137
Chairs	-	587
Energy performance certificate	-	55
Vacuum cleaner	-	179
Waste disposal	-	397
Pigeon holes, notice boards, treasurer's box	-	232
Table for Bailey St	-	83
window repair	-	216
	489	2,466
6. Travel expenses		
prison	1,252	674
general - claimed and donated	9,941	-
shifts	500	292
	11,693	966
7. Professional fees		
Lease preparation	-	300
Legal fees re sale Stow Hill	-	200
Surveyor report for Charity Commission	-	300
	-	800
8. Miscellaneous		
Volunteer care	-	221
Headsets	-	1,183
Listeners' 30th Anniversary	-	149
Presents AGM speaker/solicitor	-	39
Prison listeners	71	-
	71	1,592
9. Freehold property		
1-3 Waters Lane, Newport		
Purchase	187,947	
Renovations 2022/23	43,675	
Total cost as at 31st March 2023	231,622	

The previous freehold property at 43 Stow Hill, Newport was sold for £168,940. These proceeds and accumulated general funds were used to purchase the new property. Renovations were begun in this year and will continue in 2023/24.