

Charity Number. 1174264 (England and Wales)

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**NOTTINGHAM SAMARITANS**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2021**

**NOTTINGHAM SAMARITANS**

**Contents of Financial Statements**

**Year Ended 31 March 2021**

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## Legal and Administrative Information

Year Ended 31 March 2021

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**Charity Number:** 1174264 (England and Wales)

**Registered Office:** 18 Clarendon Street  
Nottingham  
NG1 5HQ

**Trustees:** H Lucas  
G Allen – Treasurer  
J Evans  
A Clarke  
K Morgan

**Secretary:** H Lucas

**Accountants:** Seagrave French LLP  
1 Poplars Court  
Lenton Lane  
Nottingham  
NG7 2RR

**Bankers:** National Westminster  
16 South Parade  
Nottingham  
NG1 2JX

**Trustees' Report****Year Ended 31 March 2021**

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The Trustees present their report and the financial statements for the year ended 31 March 2021. The trustees who served during the year and up to the date of this report are set out on page 1.

**Structure, governance and management****Status**

The charity is managed in accordance with the rules and regulations of the Nottingham Samaritans as laid down in the original Trust Deed (January 1963). The charity is also a registered charity with the Charity Commission, number 1174264.

**Organisational structure**

The Nottingham branch of Samaritans uses an agreed model constitution, amended in May 2006. This changes the structure of the trustees and membership of the national organisation of the Samaritans. Responsibility for the management of the Nottingham Branch and its financial affairs is devolved to the Branch Managing Committee. The members of the committee are elected for a maximum of three years continuous service.

**Objectives and activities**

The charity is an independent branch of the Samaritans organisation which aims to be available 24 hours a day to provide emotional support for people who are experiencing feelings of distress or despair, including those that may lead to suicide.

**Achievements and performance**

The charity aims to provide emotional support for the distressed and the despairing, including those with suicidal feelings. We serve our local community although we may be contacted by people in need from other parts of the country on the national phone number or even worldwide by email. Callers may make contact by telephone, post, email or visiting the branch.

The phone lines are open 24 hours a day, seven days a week but due to the reduced number of volunteers our branch is closed for parts of Wednesday mornings as well as some Sunday afternoons. The branch is open all night 2 nights a week and for restricted periods for the remaining five.

An integrated phone system is in place to reduce the number of engaged signals a caller can experience. Nottingham is part of the National Connect System so if the first number is busy the call passes down the chain until an available volunteer is located. There were 79 volunteers with 22 on sabbatical at any one time. Numbers on sabbatical increased in April due to the coronavirus outbreak.

**Listener Schemes**

We prepare and support prisoners in their role as Listeners and it is a very important part of our work. We support Listener schemes in HMP Nottingham (1050 inmates -5 Listeners) and HMP Whatton (800 inmates -34 Listeners) who provide a 24 hour service offering confidential support to prisoners. In 2020-2021 contact was by phone only due to coronavirus.

On a national level the Samaritans work with the Prison Department Suicide Awareness Support Unit. Reducing the number of self-inflicted deaths in custody is a high priority for the Prison Service.

**Trustees' Report****Year Ended 31 March 2021****Financial review****Reserves Policy**

The Trustees are satisfied that the Charity's assets are available and adequate to fulfil its obligations. It is our policy to have at least six months costs in reserve (£20,000). Total reserves at 31/3/21 stood at £155,031 of which £94,613 was held in cash.

**Financial Management**

All payments are supported by a bill or invoice.

**Statement of trustees' responsibilities**

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board

H Lucas

Trustee

Date: .....

*H Lucas*  
27.5.2021

G Allen

Trustee

Date: .....

*G Allen*  
27.5.2021

NOTTINGHAM SAMARITANS

Year Ended 31 March 2021

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We report on the accounts of Nottingham Samaritans for the year ended 31 March 2021 set out on pages 2 to 10.

**Respective responsibilities of trustees and independent examiner**

As the charity's trustees you are responsible for the preparation of the accounts, you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the Act) does not apply and that an independent examination is needed. It is our responsibility to examine the accounts under section 145 of the Act, to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act, and to state whether particular matters have come to our attention.

**Basis of independent examiners' statement**

Our 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

**Independent examiners' statement**

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

- (i) which gives us reasonable cause to believe that in any material respect the requirements:
  - to keep proper accounting records in accordance with section 130 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or

- (ii) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jason Seagrave FCCA

Seagrave French LLP  
1 Poplars Court  
Lenton Lane  
Nottingham  
NG7 2RR

Date: 1/6/21

## STATEMENT OF FINANCIAL ACTIVITIES

Year Ended 31 March 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<b>Incoming resources</b>					
<b>Incoming resources from generating funds</b>					
Voluntary income	2	14,075	-	14,075	47,678
Activities for generating funds	3	7,101	-	7,101	4,435
Investment income	4	37	-	37	160
		-----	-----	-----	-----
<b>Total incoming resources</b>		<b>21,213</b>	<b>-</b>	<b>21,213</b>	<b>52,273</b>
		=====	=====	=====	=====
<b>Resources expended</b>					
Branch Affiliation Fees		14,621	-	14,621	5,591
Establishment costs		9,419	-	9,419	10,122
Motor and travelling expenses		1,216	-	1,216	2,521
Accountancy fees		630	-	630	630
Legal and professional fees		35	-	35	35
Communications and IT		1,716	-	1,716	1,898
Other office expenses		344	-	344	362
Depreciation and impairment		240	2,050	2,290	2,350
Conference and training		155	-	155	470
Advertising and publicity		-	-	-	-
		-----	-----	-----	-----
<b>Total resources expended</b>		<b>28,376</b>	<b>2,050</b>	<b>30,426</b>	<b>23,979</b>
		=====	=====	=====	=====
<b>Net incoming/(outgoing) resources before transfers</b>		<b>(7,163)</b>	<b>(2,050)</b>	<b>(9,213)</b>	<b>28,294</b>
Total funds brought forward		102,744	61,500	164,244	135,950
		-----	-----	-----	-----
<b>Total funds carried forward</b>		<b>95,581</b>	<b>59,450</b>	<b>155,031</b>	<b>164,244</b>
		=====	=====	=====	=====

The notes on pages 7 to 10 form an integral part of these financial statements.

## BALANCE SHEET

As at 31 March 2021

	Notes	2021 £	2020 £
<b>Fixed assets</b>			
Tangible fixed assets	7	60,408	62,698
Fixed asset investments	8	25	25
		-----	-----
		60,433	62,723
<b>Current assets</b>			
Bank and cash		94,613	102,151
Prepayments		615	-
		-----	-----
		95,228	102,151
<b>Creditors: amounts falling due within one year</b>	9	(630)	(630)
		-----	-----
<b>Net current assets</b>		94,598	101,521
		-----	-----
<b>Net assets</b>		155,031	164,244
		=====	=====
<b>Funds</b>			
Restricted income funds	10	59,450	61,500
Unrestricted income funds	10	95,581	102,744
		-----	-----
		155,031	164,244
		=====	=====

These financial statements were approved by the trustees on 24.05.21, and signed on its behalf by:

H Lucas  
Trustee



G Allen  
Trustee



The notes on pages 7 to 10 form an integral part of these financial statements.



## NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2021

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**1. Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

**1.1 Basis of accounting**

The financial statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' (FRS 102) and the Charities Act 2011.

**1.2 Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Gifts donated for resale are included as income when they are sold. Donated assets are included at the value to the charity where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

Income from investments is included in the year in which it is receivable.

**1.3 Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Resources expended are recognised in the year in which they are incurred.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

Governance costs are those costs incurred in the administration of the charity.

**1.4 Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Land and buildings	- Straight line over fifty years
Fixtures, fittings and equipment	- 20% reducing balance basis

**1.5 Investments**

Investments held as fixed assets are revalued at mid-market value at the balance sheet date and the gain or loss taken to the statement of financial activities.

## NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2021

**2. Voluntary income**

	Unrestricted Funds £	2021 Total £	2020 Total £
Donations and fees	14,075	14,075	47,678
	-----	-----	-----
	14,075	14,075	47,678
	=====	=====	=====

**3. Activities for generating funds**

	Unrestricted Funds £	2021 Total £	2020 Total £
Fundraising events	2,600	2,600	563
Card sales	190	190	403
Prison funding	4,191	4,191	3,029
365 Club	120	120	320
Other Income	-	-	120
	-----	-----	-----
	7,101	7,101	4,435
	=====	=====	=====

**4. Investment income**

	Unrestricted Funds £	2021 Total £	2020 Total £
Bank interest receivable	37	37	160
	=====	=====	=====

**5. Employees**

No salaries or wages have been paid, including the trustees, during the year.

**6. Trustees' emoluments**

There were no employees during the year apart.

Trustees received no remuneration (2020: £Nil) and were reimbursed a total of £Nil (2020: £Nil) for their expenses in the year.

## NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2021

## 7. Tangible fixed assets

	Land and buildings freehold £	Fixtures, fittings and equipment £	Total £
<b>Cost</b>			
At 1 April 2020	102,500	33,003	135,503
Additions in year	-	-	-
	-----	-----	-----
At 31 March 2021	102,500	33,003	135,503
	-----	-----	-----
<b>Depreciation</b>			
At 1 April 2020	41,000	31,805	72,805
Charge for the year	2,050	240	2,290
	-----	-----	-----
At 31 March 2021	43,050	32,045	75,095
	-----	-----	-----
<b>Net book values</b>			
At 31 March 2021	59,450	958	60,408
	=====	=====	=====
At 31 March 2020	61,500	1,198	62,698
	=====	=====	=====

## 8. Fixed asset investments

	Other unlisted investments £	Total £
<b>Valuation</b>		
At 1 April 2020 and at 31 March 2021	25	25
	=====	=====
Historical cost as at 31 March 2021	25	25
	=====	=====

All fixed asset investments are held within the United Kingdom.

## 9. Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals and deferred income	630	630
	-----	-----
	630	630
	=====	=====

## NOTES TO THE FINANCIAL STATEMENTS

Year Ended 31 March 2021

**10. Analysis of net assets between funds**

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 March 2021 as represented by:			
Tangible fixed assets	958	59,450	60,408
Investment assets	25	-	25
Current assets	95,228	-	95,228
Current liabilities	(630)	-	(630)
	-----	-----	-----
	95,581	59,450	155,031
	=====	=====	=====

**11. Unrestricted funds**

	At 1 April 2020 £	Incoming resources £	Outgoing resources £	At 31 March 2021 £
Unrestricted funds	102,744	21,213	(28,376)	95,581
	=====	=====	=====	=====

**Purposes of unrestricted funds**

The general fund is designated for the costs of the objectives of the charity and the day to day management and administration.

**12. Restricted funds**

	At 1 April 2020 £	Outgoing resources £	At 31 March 2021 £
Property fund	61,500	(2,050)	59,450
	=====	=====	=====

**Purposes of restricted funds**

The property fund is designated for the specific use of maintenance and upkeep of the charity's freehold property.