

THE STEPHEN LYON ORGANISATION

Trustees' Annual Report

October 2023 to September 2024

Charity contact information

The Stephen Lyon Organisation
Scottish Charity Number: SC050446

Telephone: [REDACTED]

Email address: [REDACTED]

Website: www.slo20.com

Twitter: twitter.com/tslo2020

Facebook: www.facebook.com/tslo2020

Instagram: [instagram.com/tslo202?utm_source=qr](https://www.instagram.com/tslo202?utm_source=qr)



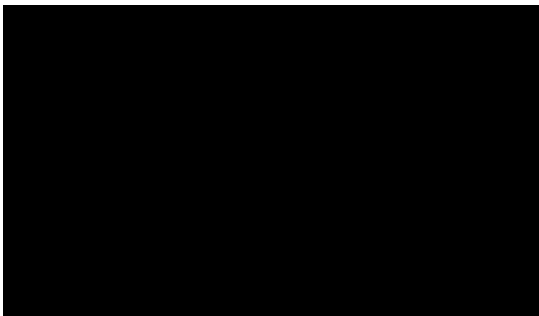
"When you feel like giving up, just remember the
reason why you held on for so long."

Hayley Williams

Charity Trustees

Name all of your charity trustees for the period, and the date they left if they were not in post for the whole year



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- A black rectangular redaction box covering the names and dates of charity trustees, positioned to the right of the list of bullet points.

A word from our Chair

Objectives and activities

The Stephen Lyon Organisation is dedicated to preventing suicide, challenging prejudice, and promoting diversity. Our goal is to provide a broad spectrum of support and adopt positive relationships that enhance the lives of individuals struggling with suicidal thoughts or mental health issues.

We strive to empower individuals to openly discuss their thoughts and feelings about suicide. We collaborate with government agencies and other community and voluntary organisations to create and enhance a support service that benefits the local community.

Our mission is to offer a safe and confidential environment where individuals can freely express their thoughts and feelings about suicide without fear of judgment or embarrassment. We aim to educate and assure individuals that mental health challenges can be managed with community support.

Our team is composed of a diverse group of staff and volunteer support workers who champion voluntary action. We collaborate with other agencies to enhance community-based opportunities and build a resilient and sustainable organisation.

We adopt a person-centred approach to make voluntary and community action effective. We ensure everyone feels welcome and has an independent voice that helps alleviate anxieties and promotes self-control. Our ultimate goal is to create a supportive and understanding community where mental health is openly challenged, discussed and addressed.

Structure, governance and management

The Stephen Lyon organisation is Scottish Charitable Incorporated Organisation (SCIO). It was created in its current form on 9th September 2020. Our charity has a single tier structure therefore, trustees are also members of the organisation for the purposes of the charities and trustee investment (Scotland) Act 2005.

Trustee recruitment and appointment

The management committee are the charity's trustees, and they meet every quarter and have the general control over the activities of the organisation. Membership of the management committee is open to member of the public and willing to uphold the aims and values of the charity. The board can appoint any person to be an appointed trustee by way of a resolution passed by the majority vote at a board meeting.

Each of our Trustee have completed a declaration form and a disclosure Scotland application. Claire is also our senior lead for safeguarding and child protection, along with the service manager (also a child protection lead) they ensure that we always have a safeguarding policy in place and that all volunteers and staff follow the correct procedure when working with children or vulnerable adults.

Our management committee is a diverse pool of knowledge and expertise. Our chairperson brings to the table valuable experience in business management, while our treasurer contributes years of commitment to the charity and serves and also serves as a volunteer. Our secretary, despite being new to the role, is keen to demonstrate her commitment and efficiency to the committee. We also have [REDACTED] our family spokesperson, who articulates the perspectives and wishes of Stephen's family regarding the charity's progression. This collective expertise ensures a well-rounded approach to our mission.

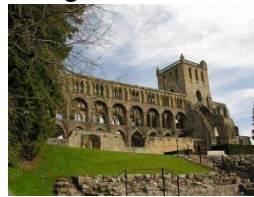
Achievements and performance

This year has been a year for us to make connections. We have continued to work with a variety of different organisations and agencies to widen our reach and promote our mission in the prevention of suicide.

Our manager [REDACTED] has completed her qualification in Counselling and will use her training, knowledge and expertise to offer counselling to our service users in the future. [REDACTED] continues to work with Trauma Healing Together – who provide support & opportunities to individuals who have experienced psychological trauma and The Neuk, Perth – a mental health crisis and suicide prevention centre.

Our apprentice has completed her Level 4 Business Admin and has now embarked on a course with the Open University to become a qualified support worker. We congratulate [REDACTED] on all her achievements and hard work and wish her the best of luck in the future. [REDACTED] will continue with us as a admin volunteer and trainee befriender.

The Thurs Group enjoyed a holiday in Jedburgh this year. Five of the group enjoyed visiting the historical monuments, visiting Berwick and having time to relax and support each other. The group will continue to meet each week at the Tillicoultry Baptist Church Annexe in the winter and plan the walks & activities for the Spring.



Financial review

Statement of the charity's policy on reserves

At The Stephen Lyon Organisation, we adhere to a prudent financial strategy by maintaining a target of one month's operating costs as our desired level of general reserves. This deliberate approach ensures our financial stability and resilience. Our decision regarding reserves undergoes an annual review, considering several critical factors:

- Volunteer Numbers*: We assess the availability and commitment of our dedicated volunteers.
- Operational Costs: A thorough examination of our ongoing expenses guides our reserve allocation.
- Service User Considerations: The number of service users and their needs play a pivotal role in our decision-making process.

These reserves serve as a safeguard, allowing us to offset unforeseen bills or unexpected payments when necessary. By maintaining this balance, we uphold our commitment to responsible financial management.

Details of any deficit

During this period, our charity encountered a financial deficit due to a computer error at HMRC, resulting in an overcharge of £7,625. HMRC is aware of the issue and has initiated an investigation to resolve it and return the overcharged amount. While this process may take some time, our volunteers have continued to provide professional and effective service. This underscores the resilience and commitment of our team in navigating financial challenges.

GRAPH TO BE ADDED

Donated facilities and services

We have not required any the use of any other service or facility.

Future plans

We have a lot of plans for the year 2024 – 25. We plan to expand our services to include counselling. As part of our new initiatives, we have introduced a befriending service. This service provides individuals with hope and

companionship, whether they need support after intensive support or simply a companion to help them achieve their goals, attend appointments, try new challenges, and make new friends. We are discussing a relocation of the charity. Our research indicates that we have significantly more service users in Perth compared to our current area. Relocating to Perth would offer numerous opportunities for expansion and development, allowing us to recruit more volunteers and reach a greater number of individuals in need. Perth, with an approximate population of 47,350, presents a promising environment for our services.

As of January 2024, 1,885,217 people were in contact with mental health services across the UK. The Perth & Kinross Council has a three-year action plan that implements the first stage of the Scottish Government and COSLA's 10-year suicide prevention strategy. We aim to be an integral part of this plan for change.

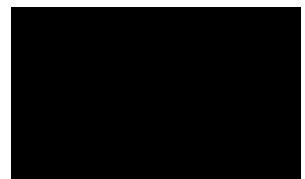
We are already collaborating with the Suicide Prevention Steering Group and Management Committees. By participating in Every Life Matters and Shatter the Silence campaigns, we can demonstrate to the Government, Council, NHS, and other statutory bodies that The Stephen Lyon Organisation is committed to its mission and eager to contribute to the action plan. This collaboration will involve sharing resources and learning.

We have also taken steps to join the National Suicide Prevention Leadership Group (NSPLG), which champions and drives suicide prevention through a partnership approach. Relocating to Perth will enhance our ability to deliver effective services that align with the Scottish Government's 10-year plan. We will be able to showcase our commitment, empathy, and compassion for others.

Our charity was founded by individuals dedicated to helping others without monetary reward. We deeply value our volunteers for their skills, knowledge, and commitment to assisting others. By building a community that invests in its citizens, we can provide the support they need when they need it most.

Declaration

Signed on behalf of the charity trustees:



Print name

Designation

Service Manager

Date

31/10/2025

The Stephen Lyon Organisation

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Receipts and payments accounts

For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	1	October	2023		30	September	2024

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	9,376				9,376	8,526
Legacies	-				-	
Grants	1,970	4,691			6,661	9,596
Receipts from fundraising activities	1,510				1,510	2,037
Gross trading receipts	184				184	15,450
Income from investments other than land and buildings	-				-	
Rents from land & buildings	-				-	
Gross receipts from other charitable activities	9,832				9,832	477
					-	
A1 Sub total	22,872	4,691	-	-	27,563	36,086
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	22,872	4,691	-	-	27,563	36,086
A3 Payments						
Expenses for fundraising activities	686				686	484
Gross trading payments	2,939				2,939	10,454
Investment management costs						-
Payments relating directly to charitable activities	7,734				7,734	28,620
Grants and donations	-					
Governance costs:						
Audit / independent examination	736				736	524
Preparation of annual accounts	-					
Legal costs	-					
Wages/HMRC	10,910	4,961			15,601	
A3 Sub total	23,005	4,961	-	-	27,696	40,082
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	23,005	4,961	-	-	27,696	40,082
Net receipts / (payments)	(133)	(270)	-	-	(133)	(3,996)
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	(133)	(270)	-	-	(133)	(3,996)

Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year	10,134				10,134	14,130
	Surplus / (deficit) shown on receipts and payments account	(133)				(133)	(3,996)
						-	
	Cash and bank balances at end of year	10,001	-	-	-	10,001	10,134
	(Agree balances with receipts and payments account(s))	- 0	270	-	-	-	-

Categories	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
B2 Investments				
		Total	-	-

Categories	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
B3 Other assets	IT Equipment	Unrestricted	1,400	1,600	800
	Shop fittings & Equipment	Unrestricted		570	570
	Printers	Unrestricted		100	100
		Total	1,400	2,270	1,470

Categories	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
B4 Liabilities				
		Total	-	-

Categories	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
B5 Contingent liabilities				
		Total	-	-

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

			31/01/2025
			03/02/2025

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

Effective Service Delivery and Financial Stewardship at The Stephen Lyon Organisation. Our financial resources play a crucial role in ensuring the delivery of an effective and professional support service to our valued service users. Our funds are strategically allocated. A significant portion of our funds is dedicated to renting and maintaining our premises, where individuals can engage in confidential conversations comfortably. Our dedicated team of volunteers incurs expenses but often forego claiming travel expenses prioritising funds for the direct benefit of our service users. Funds also helps to pay for our website and domain name which serves as essential communication channels allowing people to engage with us in various ways—seeking information, accessing resources, or connecting with our services. Our funds originate from the generosity and kindness of various stakeholders; our subscribers, donors, and fundraisers, which all contributes directly to our service users' well-being.

C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
The funds help us to run the service and the peer group support service	Co-op Community Local Causes	2	1,970
The funds allowed us to employ an apprentice for one year. The apprentice was able to complete her level 4 office admin while in post.	PKC Apprenticeship Rural Employment Incentative	1	4,500
Total			6,470

C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	X
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Authority under which paid

C3b Trustee remuneration - details

	£

C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	
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Number of trustees

C4b Trustee expenses - details

Transaction amount (£) Balance outstanding at period end (£)

C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

C6 Other information

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Additional analysis (1)**Analysis of receipts and payments****1 Donations**

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Charity Tins	1,095				1,095	1,509
Subscribers	410				410	400
One off donations	3,940				3,940	2,770
Just Giving/Facebook	3,931				3,931	3,847
Total	9,376	-	-	-	9,376	8,526

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £		Total current period to nearest £	Total last period to nearest £
PKC Apprenticeship	-	4,691		4,691	
Co-op Community Local Causes	1,970	-		1,970	865
Awards for All (National Lottery)					8,731
				-	
Total	1,970	4,691		6,661	9,596
	-	-	reference		-

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
HMRC Refund	9,831				9,832	
Donations from Amazon Charities						55
HMRC Gift Aid					-	422
					-	
					-	
					-	
					-	
Total	9,831	-	-	-	9,832	477
	reference error	-	-	-	reference error	-

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Fundraising Activities	1,510				1,510	28,620
					-	
					-	
Total	1,510	-	-	-	1,510	28,620

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Additional analysis (2)

5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	9,376				9,376	8,526
Legacies						
Grants	1,970				6,661	9,596
Receipts from fundraising activities	1,510				1,510	2,037
Gross trading receipts	184				184	15,450
buildings						
Rents from land & buildings						
Gross receipts from other charitable activities	9,832				9,832	477
Sub total	22,872	-	-	-	27,563	36,086
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	22,872	-	-	-	27,563	36,086
Payments						
Expenses for fundraising activities	686				686	484
Gross trading payments	2,939				2,939	10,454
Investment management costs						
Payments relating directly to charitable activities	7,734				7,734	28,620
Grants and donations						
Governance costs:						
Audit / independent examination	736				736	524
Preparation of annual accounts						
Legal costs						
Wages/HMRC	10,910	-			10,910	
Sub total	23,005	-	-	-	23,005	40,082
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	23,005	-	-	-	23,005	40,082
Net receipts / (payments)	(133)	-	-	-	(133)	(3,996)
Transfers to / (from) funds					-	
Surplus / (deficit) for year	(133)	-	-	-	(133)	(3,996)

Nature and purpose of funds

Unrestricted funds provide the independence to address day-to-day operational needs. It helps enhance infrastructure, adapt to evolving requirements, and the funds empower us to act swiftly and strategically. Unrestricted funds are the basis of our operational agility, allowing us to navigate challenges, seize opportunities, and fulfill our charitable mandate.

The Stephen Lyon Organisation

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Additional analysis (3)**6 Breakdown of restricted funds**

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
Receipts						
Donations						
Legacies						
Grants	4,691				4,691	8,731
Receipts from fundraising activities						
Gross trading receipts						
Income from investments other than land and buildings						
Rents from land & buildings						
Gross receipts from other charitable activities	-				-	
Sub total	4,691	-	-	-	4,691	8,731
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	4,691	-	-	-	4,691	8,731
Payments						
Expenses for fundraising activities						484
Gross trading payments						
Investment management costs						
Payments relating directly to charitable activities						7,723
Grants and donations						
Governance costs:						
Audit / independent examination						524
Preparation of annual accounts						
Legal costs						
Wages/HMRC	4,691				4,691	
Sub total	4,691	-	-	-	4,691	8,731
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	4,691	-	-	-	4,691	8,731
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds						
Surplus / (deficit) for year	-	-	-	-	-	-

Nature and purpose of funds

The restricted funds shows the trust that other organisations have in our ability to deliver a service in a professional and transparent manner, It allows us to align with the funders wishes, gives support to our project and gives integrity to our charitable work.

APPENDIX 3

	Independent examiner's report on the accounts v2						
Report to the trustees/members of	The Stephen Lyon Organisation						
Registered charity number	SC050446						
On the accounts of the charity for the period	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
	01	10	2023	to	30	09	2024
Set out on pages	Appendix 1 pages 1-5 Appendix 2 pages 1-4					(remember to include the page numbers of additional sheets)	
Respective responsibilities of trustees and examiner	The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.						
Basis of independent examiner's statement	My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks 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, I do not express an audit opinion on the view given by the accounts.						
Independent examiner's statement	In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]						
	1. which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations 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.						
Signed:					Date:	24/01/2025	
Name:							
Relevant professional qualification(s) or body (if any):							
Address:	<div style="background-color: black; width: 100px; height: 100px; margin-bottom: 5px;"></div> <div style="background-color: black; width: 100px; height: 100px; margin-bottom: 5px;"></div> <div style="background-color: black; width: 100px; height: 100px; margin-bottom: 5px;"></div> <div style="background-color: black; width: 100px; height: 100px; margin-bottom: 5px;"></div>						

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

APPENDIX 3

<p>Give here brief details of any items that the examiner wishes to disclose</p>	<p>During my examination, I did not find any significant issues that require attention. Some supporting evidence, such as receipts for small amounts (e.g., shopping), were not available.</p> <p>Going forward, the management committee should ensure that all receipts and payments are clearly documented to maintain complete accuracy in filing.</p>
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Disclosure section

Only complete if the examiner needs to highlight material problems.