

SAMARITANS OF BURY ST. EDMUNDS AND WEST SUFFOLK

FINANCIAL STATEMENTS

For the year ended 31st March 2021

Independent Examiner's Report to the Trustees of Samaritans of Bury St. Edmunds and West Suffolk

I report on the financial statements of Samaritans of Bury St. Edmunds and West Suffolk for the year ended 31st March 2021 which are set out on pages 1 to 7 of the appendix to the Annual Report.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993) (the Act) and that an independent examination is needed.

It is my responsibility to:-

- examine the financial statements (under section 43(3)(a) of the Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements 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 I do not express an audit opinion on the view given by the financial statements.

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 41 of the 1993 Act; and
 - * to prepare financial statements which accord with the accounting records and to comply with thehave not been met; or
2. to which in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements.

Sarah Place AT

Sarah Place Accountants Ltd
Unit 4b, Boldero Road
Bury St Edmunds
Suffolk
IP32 7BS

SAMARITANS OF BURY ST. EDMUNDS AND WEST SUFFOLK FINANCIAL STATEMENTS

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31st March 2021

	<u>Note</u>	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>All Funds</u> £	<u>All Funds Previous Year</u> £
Incoming Resources					
Income from Voluntary Donations:					
Donations		8,959	-	8,959	14,179
Gift Aid		1,023	-	1,023	491
Total Income from Voluntary Donations:		9,982	-	9,982	14,670
Activities for generating funds:					
Samaritans 1000 (BSE) Club	4	1,003	-	1,003	603
Other fundraising	4	102	-	102	21,182
Grants and Gift Aid from fundraising	4	20,618	14,559	35,177	10,009
Investment Income and Interest		-	-	-	-
NOMS (Prisons) grant	3	1,249	-	1,249	2,022
Other		-	-	-	-
Total Incoming Resources from Generated Funds	9	32,954	14,559	47,513	48,486
Resources Expended					
Unallocated Support Costs		19,301	6,407	25,708	37,285
Charitable Expenditure:		-	-	-	-
Fundraising Costs		-	-	-	561
Outreach		782	-	782	2,914
Publicity		-	-	0	465
Listening Services		-	5,679	5,679	7,379
Prison related expenditure		-	-	0	2,066
Training and Recruitment		-	-	0	4,184
Branch Affiliation Fee		-	-	0	-231
Governance Costs	8	320	-	320	600
Total Resources Expended		20,403	12,086	32,489	55,223
Net Surplus / (-) Deficit for the Year		12,551	2,473	15,024	-6,737
Balances brought forward at 1st April 2020		364,884	-	364,884	371,621
Balances carried forward at 31st March 2021		377,435	2,473	379,908	364,884

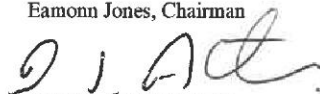
SAMARITANS OF BURY ST. EDMUNDS AND WEST SUFFOLK FINANCIAL STATEMENTS**BALANCE SHEET****As at 31st March 2021**

	Note	2021 £	2020 £	£
Fixed Assets	2			
			339,936	339,936
Current Assets				
Debtors and Prepayments		3,193	4,410	
Bank Deposits		38,666	23,087	
Cash at Bank		-	-	
Cash in Hand		-	-	
		<u>41,859</u>	<u>27,497</u>	
Current Liabilities				
(amounts falling due within one year)				
Branch Affiliation Fee		-	-	
Branch Reserve Equalisation Fund		-	-	
Creditors		1,887	2,549	
Accruals		-	-	
		<u>1,887</u>	<u>2,549</u>	
Net Current Assets			39,972	24,948
Long Term Liabilities				
Loans			-	-
Net Assets			379,908	364,884
Represented by:				
General Unrestricted Fund	3		377,435	364,884
Restricted Funds	3		2,473	-
Total Funds			379,908	364,884

Approved by the Committee and signed on its behalf by:-



Eamonn Jones, Chairman



Douglas Atter, Treasurer

SAMARITANS OF BURY ST. EDMUNDS AND WEST SUFFOLK FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

a) Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable Accounting Standards and the Statement of Recommended Practice for Accounting by Charities, issued in March 2015 ('The Charities SORP 2015').

b) Incoming Resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income, there is reasonable certainty of receipt and the amount can be quantified with reasonable accuracy. The following specific policies apply to categories of income:-

- * Donations/Collections - these are accounted for when received.
- * Legacies - entitlement is the earlier of the charity receiving the final estate accounts or the legacy being received. No value is included where the legacy is subject to a life interest held by another party.
- * Donated Goods/Services - this is included at the value to the charity where this can be quantified.

- * Grants - where these are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance. Where income is received in advance, its recognition is deferred and included in creditors. Where entitlement occurs before income is received, the income is accrued. Capital grants are accounted for as income in the SOFA as soon as they are received.

c) Resources Expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resource. The following specific policies apply to categories of expenditure:-

- * Fundraising Costs - are those costs incurred in seeking voluntary contributions.

- * Governance Costs - are the costs associated with the governance arrangements of the charity, which relate to the general running of the charity as opposed to those costs associated with fundraising or charitable activities. Included within this category are costs associated with the strategic as opposed to the day to day management of the charity's activities.

- * Support Costs - comprise the costs of activities such as the management, financial, administrative and IT, together with common services, office accommodation and communication costs. These are allocated across the categories of charitable expenditure, governance costs and costs of generating funds.

Depreciation - is provided on a straight line basis so as to write off the cost of fixed assets over their estimated useful lives as follows:-

Freehold Property purchase	Nil
Freehold Property renovations	Nil
Office Equipment and Furniture	3/4 years

SAMARITANS OF BURY ST. EDMUNDS AND WEST SUFFOLK FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL STATEMENTS (continued)

ACCOUNTING POLICIES - CONTINUED

d) Fund Accounting

General funds are unrestricted funds that are available for use, at the discretion of the trustees, in furtherance of the objectives of the charity and have not been designated for other purposes. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. Restricted funds are funds that are to be used in accordance with specific restrictions imposed by donors or that have been raised by the charity for particular purposes. Costs relating to such funds are charged against specific funds. The aim and use of each fund is set out in Note 3.

e) Taxation

Samaritans of Bury St Edmunds and West Suffolk is a registered charity and is therefore potentially exempt from taxation of its income and gains to the extent that they fall within part 10 of the Income Tax Act 2007 and section 256 of the Taxation of Chargeable Gains Act 1992. No tax charge has arisen in the year.

2. FIXED ASSETS

	<u>Freehold Property</u>	<u>Furniture & Equipment</u>	<u>Total</u>
	<u>£</u>	<u>£</u>	<u>£</u>
<u>Cost</u>			
At 1st April 2020	339,936	-	339,936
Transfer	-	-	-
Additions	-	-	-
At 31st March 2021	339,936	0	339,936
<u>Depreciation</u>			
At 1st April 2020	-	-	-
Charge for Year	-	-	-
At 31st March 2021	-	-	-
<u>Net Book Value</u>			
At 31st March 2021	339,936	-	339,936
At 31st March 2020	339,936	-	339,936

No professional valuation of the current value of the freehold property has been undertaken. However, the property is insured for £435,000 based on recent purchase and renovation costs.

SAMARITANS OF BURY ST. EDMUNDS AND WEST SUFFOLK FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL STATEMENTS (continued)

3. RECONCILIATION OF FUNDS

	General Unrestricted	Restricted (see below)	All Funds
	£	£	£
At 1st April 2020	364,884	-	364,884
Incoming Resources	32,954	14,559	47,513
Resources Expended	-20,403	-12,086	-32,489
At 31st March 2021	377,435	2,473	379,908
Represented by:-			
Tangible Fixed Assets	339,936	-	339,936
Current Assets	39,387	2,473	41,860
Current Liabilities	-1,887	-	-1,887
	377,435	2,473	379,908

Breakdown of Restricted Funds

	Volunteer Expenses				NOMS	
	All Volunteer Costs	Recruitment Expenses	Listening	Training Expenses	NOMs Partnership	Total
At 1st April 2020	-	-	-	-	-	-
Incoming Resources	14,559	-	-	-	-	14,559
Resources Expended/Transfer to restricted	6,407	-	5,679	-	-	12,086
At 31st March 2021	8,152	-	-5,679	-	-	2,473

Funds received during the year which have a restricted use requirement were £14,559 as identified above. £12,086 was used during the year. Volunteer-related expenditure covered by the grants of £12,086 has been transferred to restricted.

General Fund

Funds held available for the ordinary purposes of the charity.

NOMS Partnership

Grants are made available to the charity by the National Offender Management Service Partnership in respect of estimated reimbursement of expenditure incurred by the charity in implementing the Listener Scheme locally.

4. ACTIVITIES FOR GENERATING FUNDS

The income raised for the various fundraising activities is shown net of the costs incurred.

5. TRUSTEES' REMUNERATION AND EXPENSES

None of the charity's trustees were directly or indirectly remunerated in any way. It is the policy of the charity to reimburse in full all expenses properly incurred by its volunteers in connection with its charitable activities when claimed.

SAMARITANS OF BURY ST. EDMUNDS AND WEST SUFFOLK FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL STATEMENTS (continued)

6. SAMARITANS (GENERAL OFFICE)

The charity is a Branch of Samaritans, the independent co-ordinating body which is concerned with standards and policy of all national branches. At the year end no affiliation fees or branch reserve equalisation fund were payable by the Branch to General Office.

7. BREAKDOWN OF COSTS BY ACTIVITY

	<u>Direct</u>	<u>Support</u>	<u>Total</u>	<u>Total</u>
	<u>Costs</u>	<u>Costs</u>	<u>Costs</u>	<u>Costs</u>
	<u>2021</u>	<u>2021</u>	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Charitable Expenditure:-				
Outreach	782		782	2,914
Publicity	-	-	-	465
Listening Services	5,679		5,679	7,379
Prison related expenditure	-		-	2,066
Training, Recruitment, Conferences	-		-	4,184
Branch Affiliation Fee	-		-	-231
Branch Reserve Equalisation Fund	-		-	-
Governance Costs	320		320	600
	<u>6,781</u>	<u>-</u>	<u>6,781</u>	<u>17,377</u>

	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Support Costs Analysis:-		
Post, telephone and Stationery	1,529	4,993
Computers	1,600	2,895
Premises Costs	13,102	20,756
Office Cleaning	4,140	2,921
Utilities and Insurance	5,337	5,720
	<u>25,708</u>	<u>37,285</u>

8. GOVERNANCE

	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Fees payable to Independent Examiner	320	600
	<u>320</u>	<u>600</u>

SAMARITANS OF BURY ST. EDMUNDS AND WEST SUFFOLK FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL STATEMENTS (continued)

9. DONATIONS & FUNDS RAISED

Details	Amount	Details	Amount
Unsolicited Donations	£	Donations from Fundraising Activities	£
Crematorium	5,000	Quakers	5,000
Donation for Smart Car insurance	673	Suffolk Community Foundations Corona Virus Fund	4,989
Donations made via the Communities Aid Foundation	577	Volunteers' Gift Aided Expense Donations	1,821
Other Donations below £100	510	Suffolk Community Emergency Fund	1,500
Bury Abbey Rotary	500	Samarathon	1,280
R & J Gardner Trust via Communities Aid Foundation	500	NOMS Grant	1,249
Anonymous donations	375	Stay at home-athon	1,093
Rachel Anderson donation	300	Channel swim	1,080
Garland Street Baptist Church	219	Samaritans 1000 (BSE) Club	1,003
Bury Rotary	200	Kirsten bike sales	637
F Pattison Donation	150	Victoria Floristy	550
Rob Matthews Donation	100	Lee Maddocks Tractor Runs	550
		"Jam for Sams" Church Walk	500
		Other Fund Raising Events under £100	381
		Monthly contributions from kind donors	470
	9,104	Xmas card sales	260
Gift Aid reclaimed	204	Bardwell Charities	250
<i>sub total A</i>	9,308	Easy Fundraising	214
			22,827
<u>RESTRICTED FUNDS</u>		<i>Gift Aided through fundraising</i>	819
		<i>sub total B</i>	23,646
Volunteer Costs	14,559		
NOMS		- TOTAL - UNRESTRICTED FUNDS	32,954
<u>TOTAL - RESTRICTED FUNDS</u>	14,559		



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/04/2020
Period end date

Period start date To 31/03/2021

Charity name: Samaritans of Bury St Edmunds and West Suffolk

Charity registration number: 1174114

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To enable persons who are experiencing feelings of distress or despair, including those who may be at risk of suicide, to receive confidential emotional support. To promote a better understanding in society of suicide and of suicide behaviour.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The activities undertaken during the year were restricted to listening, SMS, Emails and face to face callers service provided to callers.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.36	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	In the year to 30 June 2021 Bury St Edmunds answered 19,738 calls which represented over 5,331 hours on the phones

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the year end the charity had funds to cover over one year of operations
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	All monies are held in a bank accounts
Amount of reserves held	Para 1.22	£41,000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None are evident

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal source of income is fundraising, donations and a small amount of grant funding.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

References and Additional Reading

Charity Commission guidance on financial reporting	Charity Commission guidance on financial reporting
Charity Commission guidance on fundraising	Charity Commission guidance on fundraising
Charity Commission guidance on investment	Charity Commission guidance on investment
Charity Commission guidance on risk management	Charity Commission guidance on risk management
Charity Commission guidance on going concern	Charity Commission guidance on going concern

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	The Charity is governed by the Samaritans Branch Model Constitution.
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	Separately structured charity although is held in trust by national charity as custodian trustee
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Samaritans of Bury St Edmunds and West Suffolk
Other name the charity uses	N/A
Registered charity number	1174114
Charity's principal address	5 Business Park, Northgate Street, Bury St Edmunds Suffolk IP33 1HP

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	D. Atter	Trustee	From November 2020	
2	V Bewley	Trustee		
3	E Jones	Trustee		
4	P Chung	Trustee		
5	J Powling	Trustee		
6	M Martin	Trustee		
7	J Turner	Trustee		
8	L H Mister	Trustee	To November 2020	
9	R Winch	Trustee	From June 2020	
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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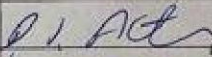
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	EMON THOMAS JONES	DOUGLAS JOHN PATTEN
Position (eg Secretary, Chair, etc)	DIRECTOR	TEAVERA
Date	6/9/21	