

CRAIGAVON SAMARITANS BRANCH

**RECEIPTS & PAYMENTS
ACCOUNT**

31 MARCH 2024

CRAIGAVON SAMARITANS BRANCH

CONTENTS

For the Year ended 31st March 2024

	PAGE
References and administrative details of the charity	2
Officers Report	3
Accountants Report to the officers	4
Receipts & Payments Account	5
Notes to the financial statements	6

CRAIGAVON SAMARITANS BRANCH

REFERENCES AND ADMINISTRATIVE DETAILS *for the year to 31st March 2024*

Address	162 Thomas Street Portadown Co Armagh BT62 3BD
Officers	Beverly Huddleson (Director/Trustee) Wendy Chambers (Secretary/Trustee) Kim Foster (Treasurer/Trustee) Martin McCann (Director/Trustee) Corrine Hamilton (Director/Trustee) Marcella Taylor (Trustee) Vivien Reid (Trustee)
Accountants:	RPB Chartered Accountants 22 St. Colman's Park Newry, BT34 2BX

CRAIGAVON SAMARITANS BRANCH

STATEMENT OF OFFICERS RESPONSIBILITIES *for the year to 31st March 2024*

General Responsibilities

The officers are responsible for preparing the financial statements in accordance with applicable Northern Ireland and United Kingdom law and generally accepted accounting practices including the accounting standards issued by the Accounting Standards Board and published by Chartered Accountants Ireland.

Accounting standards require the officers to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the branch and the surplus or deficit of the branch for that period.

The officers are responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the branch and to enable them to ensure that the financial statements are prepared in accordance with accounting standards generally accepted and with statute comprising relevant Northern Ireland Orders. They are also responsible for safeguarding the assets of the branch and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Officers' declaration on unaudited financial statements

In relation to the financial statements laid out on pages 5 and 6.

The officers approve these financial statements and confirm that they are responsible for them, including selecting the appropriate accounting policies, applying them consistently and making, on a reasonable and prudent basis, the judgements underlying them. They have been prepared on the going concern basis on the grounds that the branch will continue to operate.

The officers confirm that they have made available to RPB Chartered Accountants, all the branch accounting records and provided all the information, books, or documents, necessary for the compilation of the financial statements.

The officers confirm that to the best of their knowledge and belief, the accounting records reflect all the transactions of the branch for the year ended 31 March 2024.

Signed on behalf of the officers of the branch:

Beverly Huddleson
Chairperson

Date

CRAIGAVON SAMARITANS BRANCH

INDEPENDENT EXAMINER'S REPORT *for the year to 31st March 2024*

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's officers are responsible for the preparation of the accounts. The officers consider that an audit is not required for this period and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts;
- to follow the procedures laid down in the general Directions given by terms of our engagement; 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 terms of my engagement. An examination includes a review of the accounting records kept by the branch 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 the officers concerning any 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 statement 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; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements 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.

RPB Chartered Accountants
Independent examiner
22 St. Colman's Park
Newry
BT34 2BX

CRAIGAVON SAMARITANS BRANCH

RECEIPTS & PAYMENTS ACCOUNT for the year to 31st March 2024

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2024 £	Total 2023 £
Balances as at 1 April 2023					
Danske Bank Current A/c	56,086	2,022	-	58,108	68,403
	<u>56,086</u>	<u>2,022</u>	<u>-</u>	<u>58,108</u>	<u>68,403</u>
Receipts					
Bank Interest	134	-	-	134	160
Collections	3,906	-	-	3,906	2,735
Donations	6,630	-	-	6,630	10,762
Fundraising	1,305	-	-	1,305	354
Grants	1,427	8,500	-	9,927	13,372
Legacy donations	2,540	-	-	2,540	925
	<u>15,942</u>	<u>8,500</u>	<u>-</u>	<u>24,442</u>	<u>28,308</u>
Payments					
Accountancy	640	-	-	540	-
Advertising	360	-	-	360	1,329
Bank charges	58	-	-	58	42
NBC	6,419	-	-	6,419	6,208
Cleaning	1,541	-	-	1,541	1,529
Conference and AGM Expenses	814	-	-	571	385
Data Protection	35	-	-	35	-
Donations	-	-	-	-	50
Fire Alarm	216	-	-	216	259
Fundraising expenses	857	-	-	857	74
Insurance	327	1,199	-	1,526	-
Postage	9	-	-	9	-
Property & Fixtures	7,416	425	-	8,039	20,862
Samaritans Festival	2,200	-	-	2,200	-
Samaritans Warehouse	577	-	-	577	981
Stationary & computer expenses	598	-	-	598	373
Sundry expenses	841	-	-	841	560
Telephone	2,734	-	-	2,734	2,439
Training	394	-	-	394	-
Volunteers expenses	1,914	543	-	2,457	844
Water, Light & Heat	1,567	-	-	1,567	2,668
	<u>29,716</u>	<u>2,166</u>	<u>-</u>	<u>31,882</u>	<u>38,603</u>
Surplus/(deficit)	(13,774)	6,334	-	(7,440)	(10,295)
Balances as at 31 March 2024					
Danske Bank Current A/c	42,312	8,356	-	50,668	58,108
Total Funds	<u>42,312</u>	<u>8,356</u>	<u>-</u>	<u>50,668</u>	<u>58,108</u>

CRAIGAVON SAMARITANS BRANCH

NOTES TO THE RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023
for the year to 31st March 2024

1. Accounting policies

The principal accounting policy which has been adopted in the compilation of the Receipts and Payments Account is that all items of income and expenditure included within the Receipts and Payments Account have been accounted for on a cash receipts basis.

2. Transactions with branch officers

The branch did not enter into any transactions with officers during the financial period.

