

Burntwood and District Community First Responders
Legal and Administrative Information
For the year ending 31st March 2019

Trustees

Mrs S Murphy - Chair
Mr D Walsh – Co-ordinator
Mr E Malpass - Treasurer
Mr S Mayo – Fundraising Officer

Charity's principal address

56 Burntwood Road, Norton Canes,
Cannock, Staffs. WS11 9RF

Bank

Lloyd's Bank
Rugeley

Accountants

R Scott-Clegg
Chase Accounting
Chartered Certified Accountants
Cannock
Staffordshire

The trustees present their report together with the financial statements or the charity for the year ended 31 March 2019.

STRUCTURE GOVERNANCE AND MANAGEMENT

Legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements and the Statement of Recommended Practice Accounting and Reporting by Charities.

OBJECTIVES AND ACTIVITIES

The principle activity of the Charity during the year under review was to provide professional and immediate response to 999 emergency calls within Burntwood and the surrounding areas where we are the closest resource.

CHARITABLE STATUS

The company was registered as a Charity by the Charity Commissioners for all purposes on 3rd January 2014 (Certificate Number 1105836).

TRUSTEES

The Trustees were originally elected from the founding members of the Charity.

New Trustees can be appointed by the existing Board at any time. The composition of the Board has been reviewed and will now comprise the Honorary Officers as elected by the members plus any additional persons from time to time invited.

There has been a change in the Trustees and the Charity's principal address which is reflected in Part 1 of this report.

FINANCIAL REVIEW, ACHIEVEMENTS AND PERFORMANCE

Over the past year, we have been allocating money, with the help of grants, donations, local voluntary clubs as well as team fundraising activities within the local community, towards the purchase of a new response vehicle to replace the existing vehicle referred to as callsign 655. Due to the escalating running and repair costs it is essential we have a reliable vehicle when responding to local 999 calls (Burntwood and Cannock and surrounding areas) as requested by West Midlands Ambulance Service. The new response vehicle will be purchased and converted shortly.

We have continued to target recruitment in the local areas to supplement the team with both Community First Responders (CFRs) and Fundraisers. The recruitment and training of new CFRs has been impacted by the introduction of a new training course for existing and new CFRs due to the volume of CFRs required to complete this training and the subsequent support necessary from West Midlands Ambulance Service.

SUPPORT

We thank the following companies for their continued support which help us be the success that we are:

- Veolia International – Cannock
- Staffordshire Fire Service – especially Cannock and Chase Terrace Stations
- Transcentral - Cannock
- Skoda Autosales - Burntwood
- Car Friend - Norton Canes
- Burntwood MOT – Burntwood

- Asda Cannock - collections
- Morrison's Burntwood – collections
- Hednesford Partnership – attending events and collecting
- Burntwood Town Council – attending events and collecting
- Hednesford Town Council – attending events and collecting

RESERVES POLICY

The team has maintained its reserve policy to hold 6 months running costs in its Reserves Account.

Signed on behalf of the Charity's Trustees:



S Murphy
Chairman



Burntwood Community First Responders

**Financial Accounts
for the
Period Ended
31 March 2019**

**Chase Accounting
Chartered Certified Accountants**

**CANNOCK
STAFFORDSHIRE**



Burntwood Community First Responders

Financial Accounts for the Period Ended 31 March 2019

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Burntwood Community First Responders
INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD ENDED
31 March 2019

	31 March 2019		<i>30 March 2018</i>	
	£	£	£	£
<u>Income</u>				
Donations / Collections	7,672		5,799	
Defib Sales	8,250		7,124	
Paypal/Grants/ Fuel Reimbursements	29,088		4,575	
Interest	10		0	
		<u>45,020</u>		<u>17,499</u>
 <u>General Expenses</u>				
Events/Training Costs	1,673		1,422	
PL Insurance	330		330	
Team Equipment	3,417		1,359	
Vehicles	3,668		6,624	
Defib Supply	4,770		13,158	
Clothing	129		0	
Accountancy	0		0	
Donations	0		0	
Others	0		0	
		<u>13,987</u>		<u>22,893</u>
		<u>0</u>		<u>0</u>
 Net Surplus		<u>31,033</u>		<u>(5,394)</u>

**Burntwood Community First Responders
BALANCE SHEET
FOR THE PERIOD ENDED
31 March 2019**

	31 March 2019			
	£	£	£	£
<u>Current Account</u>				
Available Funds	5,394		3,866	
Allocated funds	0		11,250	
Reserve Account	5,102			
Equipment account	32,872			
Community Defib	3,295		516	
		46,663		15,632
		46,663		15,632
<u>Financed By</u>				
Opening Bank Balances		15,632		21,026
Surplus/ (Deficit) for Year		31,033		(5,394)
Accruals				
Closing Bank Balance		46,665		15,632

Burntwood Community First Responders

Financial Accounts for the Period Ended 31 March 2019

Independent Examiners Report To The Trustees of Burntwood Community First Responders

We report on the accounts of the charity for the year ended
31 March 2019

Respective responsibilities of trustees and examiner

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

It is our responsibility to

- a) examine the accounts as required under section 145 of the 2011 Act,
- b) to follow procedures laid down in the general Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act, and
- c) to state whether particular matters have come to our attention.

Basis of independent examiner's statement

Our examination is 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 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 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 our examination, no matter has come to our attention

(1) which gives us reasonable cause to believe that in any material respect the requirements:

- a) to keep accounting records in accordance with Section 130 of the 2011 Act;
- b) to prepare accounts which accord with the accounting records and comply with the requirements of the Charities Act have not been met; or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent Examiner



R Scott-Clegg
Chase Accounting
Chartered Certified Accountants
Cannock
Staffordshire

Date

23 August 2019

Burntwood Community First Responders

**Financial Accounts
for the
Period Ended
31 March 2019**

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STAFFORDSHIRE**



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