

**Calne & District Link Scheme
Annual General Meeting
17 July 2024
Trustees Report**

The Lead Co-ordinator will give more detail in her Co-ordinators report, but we are in urgent need of additional drivers so, if you know of anyone who would be interested in volunteering for us, please let the co-ordinators know.

Up to the calendar year-end 2023 we, as volunteers, drove 68,536 miles and did 3,649 trips. We gave up 8,077 hours of our time. This is a 10% increase in miles; a 7% increase in the number of trips and a 9% increase in hours.

We have attended local groups: the Calne Health & Social Care Forum, the Voices & Dementia group. I have attended Wiltshire Link Chairs' meetings through the year, organised by Community First.

I am proud to report that the Calne Link Scheme received an Award at the Calne Civic Awards ceremony, which Steve Stott & I attended on 15 March.

The Trustees discussed the carrying of children under the age of 12, which ruling was questioned again by one of our volunteers. We will continue this ruling for the following reasons:

- Legislation states that children under 12 (or less than 135cm tall) must use a car seat, and
- the Trustees are not prepared to give the responsibility to volunteer drivers to transport such a child, with a risk of injury that could result whilst that child is sitting in a car seat that might be incorrectly installed (either by the child's parent or a Link volunteer driver).

During general discussion at a recent Drop In, some drivers stated their agreement with this decision.

We continue our involvement in the 'Warm Spaces' initiative, drawing on the funds given by a donor in 2022, allowing Calne Link to offer free transport to the Methodist Church.

There will, again, be an Annual in October, for any interested volunteers and partners.

The Trustees give their thanks, as always, to the commitment of all volunteers in making it possible to continue our amazing service. Especially included in this are the committee and, especially, our dedicated co-ordinators, who do a great job and without whom we could not function.

*Fran Creasey
17 July 2024*

ANNUAL ACCOUNT FOR PERIOD 01/04/23 TO 31/03/24

		2023/2024	2022/2023
RECEIPTS			
Donations	£	£	£
Individuals	1281		1306.00
Volunteer Expenses(not taken)	0		562.96
Donation Envelopes	40618.00	41899.00	33375.59
Inland Revenue Gift Aid Relief		2131.26	2072.05
Grants		1106.26	1103.02
Bank Interest		497.86	92.98
Arts Together		456	608
Warm Spaces		0	1500
	Total Receipts	46090.38	40620.60
PAYMENTS			
Volunteer Expenses	31203.16		28900.60
Expenses not taken	0	31203.16	562.96
Insurance		453.45	396.96
Administration		3459.2	797.85
Hire of premises		360	297.00
Co-ordinators' Expenses Paid		422	172.00
Tesco Mobile		84	78.10
Community First Membership		0	40.00
Misc		90.00	0.00
	Total Payments	36071.81	31245.47
Excess of Receipts over Payments -		10018.57	
	Total	46090.38	
Balances			
Balance as at 01/04/23		48461.51	
Surplus for 2023/24		10018.57	
Balance as at 31/03/24		58480.08	
Represented by :-			
Lloyds Bank Treasurers Account		43480.08	
Lloyds Bank Fixed Term Deposit		10000.00	
CCLA Charities Deposit Fund		5000.00	
Total		58480.08	

Independent Examiner's statement

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

Which gives me reasonable cause to believe that in any material respect the requirements:


to keep accounting records in accordance with section 130 of the Charities Act 2011; and

to prepare accounts which accord with the accounting records and comply

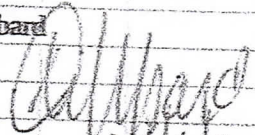
with the accounting requirements of the 2011 Act have not been met; or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Stephen Stott
Treasurer


28/6/24

David Hubbard
Auditor


28/6/24



Link Audit 2024

Response ID : HFCaxkJ3

IP address : 81.157.27.183

Start time : Jan 01, 2025 16:21:06

Completion time : Jan 22, 2025 19:04:12

Time taken : 21 days 2 hrs 43 mins

Collector : Link Audit 2024 (Test) (Testing Sums)

Welcome to the Link Audit 2024. Community First is trialling a new format for the Link Audit which will allow us to streamline the process and make it easier to complete.

If you would like to save your progress and continue later please use the small button in the top right corner (from page 2).

Please note you will need to enter a value in each field, enter 0 if not applicable. Sums will calculate as you move into the next field

Q1. Please select your Link Scheme name from the dropdown

Calne Link Scheme

Region North Wiltshire

HEALTH-RELATED JOURNEYS

This section to be completed by the Co-ordinator or person keeping the records. Please see Guidance Notes

Q2. District Hospitals

Please input the number of journeys to district hospitals in the labelled boxes below. If you have not made any trips to a particular hospital, please enter 0.

▪ Great Western Hospital – Swindon	742
▪ Royal United Hospital – Bath	190
▪ Salisbury Hospital – Salisbury	0
• Total for District Hospitals:	932

Q3. Community Hospitals / Treatment Centres

Please input the number of journeys to community hospitals/treatment centres in the labelled boxes below. If you have not made any trips to a particular hospital or treatment centre, please enter 0.

▪ Chippenham Community Hospital	118
▪ Devizes Community Hospital	3
▪ Melksham Community Hospital	21
▪ Savernake Hospital – Marlborough	22
▪ Trowbridge Community Hospital	2
▪ Warminster Community Hospital	1
• Total for Community Hospitals / Treatment Centres:	167

Q4. Other hospitals e.g. Out of County, Private & Specialist.

Please input the number of journeys to Other hospitals this includes Out of County, Private and Specialist hospitals.

147

Q5. Dental Care

Please input the number of dental journeys below. This is the total for both Private & NHS Dentists. Please enter a value in the box, if there were no journeys enter 0.

78

Q6. GP Surgeries

Please indicate how many journeys you made to GP Surgeries in each of the ICB areas. Please refer to page 3 of the guidance notes, this contains a table with the various GP Surgeries and the area they are located in. If no journeys were made please enter 0.

▪ North East Wiltshire	333
▪ Sarum	0
▪ West Wiltshire	41
• Total for GP Surgeries:	374

Q7. Other Health

Please input the number of journeys to other health services in the labelled boxes below. If you have not made any trips for a particular type of 'other' healthcare, please enter 0.

▪ Opticians	34
▪ Alternative therapies	318
▪ Rehabilitation	5
▪ Physiotherapy	0
▪ Visits to health trainers	0

Q8. Other health (continued)

If you have made a journey to any other type of healthcare/health service not state above, please input this below. Please enter 0 if you have not carried out any other types of health journey.

Other health care Journeys

▪ Other 1	Osteopath	22
▪ Other 2	Chiroprapist	7
▪ Other 3	Pharmacy	15
▪ Other 4	Physiotherapy	35
▪ Other 5	Hearing Specialists	1
• Total for Other Healthcare Journeys:		437

Totals for All Health Related Journeys:	2135
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Q9. Total health-related miles travelled

If recorded separately, please input the total number of miles travelled for health-related journeys.

0

NON HEALTH-RELATED JOURNEYS

Q10. Non health-related journeys

Please record all non health-related journeys. If you have not carried out any journeys please enter 0.

1842

Q11. Total non health-related miles travelled

If recorded separately, please input the total number of miles travelled for non health-related journeys.

0

Q12. Total Miles Travelled

If recorded separately the total number of **health related miles** and **non-health related miles** travelled by your Link Scheme has been calculated as .

If you do not record miles travelled separately, please enter total miles travelled here.

72851

GOOD NEIGHBOUR RELATED TASKS

Practical help and support (not journeys)

Q13. Good Neighbour Tasks

Please record the number of Good Neighbour Tasks carried out by your Link Scheme in the box below. If your Link Scheme does not offer a Good Neighbour service, please enter 0.

0

ALL JOURNEYS AND TASKS

- The total number of **health related journeys**, **non-health related journeys** and **Good Neighbour tasks** (if offered) carried out by your Link Scheme is calculated as 3977

CANCELLED & UNFULFILLED APPOINTMENTS

Q14. If your scheme records the number of Cancelled Appointments please enter it here.

0

Q15. If your scheme records the number of requests you have not been able to fulfil please enter it here.

0

VOLUNTEERS

This section is typically completed by the Secretary or a Committee Member.

Q16. Number of hours worked by volunteers this year including:

Driving and waiting, meetings, preparation time, organising events, fundraising, publicity, volunteer recruitment and Drive Plus assessments.

▪ Total number of hours worked by committee members (excluding treasurer)	10
▪ Total number of hours worked by treasurer	160
▪ Total number of hours worked by co-ordinator(s)	2054
▪ Total number of hours worked by drivers	5425
▪ Total number of hours worked by recruitment officer(s)	40
▪ Total number of hours worked on Practical/ 'Good Neighbour' related tasks	
▪ (if recorded)	0
▪ Total of any other volunteer hours worked i.e. not already recorded above	0
▪ Total sum	7689

Q17. Number of volunteers

Please enter the number of volunteers carrying out each role, **then enter your total number of unique volunteers** in the boxes below. (Some Link volunteers carry out more than one role. It is important that we do not over-count so please note that if you have volunteers completing more than one role they should only be counted once in the **total**.)

▪ Number of management committee members	9
▪ Number of drivers	35
▪ Number of co-ordinators	5
▪ Number of volunteers in other roles	0
▪ Please input the TOTAL number of unique volunteers	35

Q18. Age profile of volunteer drivers

▪ Total number under 70 years	12
▪ Total number aged 70-75 years	6
▪ Total number aged 76-79 years	12
▪ Total number aged 80 + years	5

Q19. DBS Update Service

Are your volunteers aware of the DBS Update Service? (this national online service allows volunteers to keep their DBS check up to date for free and for organisations to check a DBS certificate.)

Yes

DONATIONS AND EXPENDITURE

To be completed by the Treasurer

Q20. Mileage rate paid to drivers per mile (in pence)	45p
Q21. Total expenses paid to volunteers (full year) £	£31203.16
Q22. Total donations from clients (full year) £	£41899.00

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- Difference
 - Total donations - Total expenses paid to volunteers = £10695.84.
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Q23. Does the Link Scheme claim Gift Aid?	Yes
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Q24. Please provide the requested figures below:

- | | |
|---|-----------|
| ▪ Total Link Scheme income | £46090.38 |
| ▪ Total Link Scheme expenditure £ | £36071.81 |
| ▪ Reserves amount held by the Link Scheme £ | £58480.08 |

FINAL COMMENTS

Q25. Legal structure

(For information purposes only this information will not be shared in the public domain)

Charity

Q26. Additional Comments

Before the audit concludes, do you have any final comments you would like to make? Please ensure that you press the SUBMIT button to finalise your answers. You may only SUBMIT your form once.

None