



Trustees Annual Report

(Accompanying Receipts & Payments Accounts)

Section 1

Legal & Administrative Information

Charity Name

Essex Search & Rescue (ESSEX SAR)

**Charity Commission
Registered Number:**

1096661

**For the Financial
Year beginning on:**

01/10/2022

**For the Financial
Year Ending on:**

30/09/2023

**Charity's Principal
Address:**

PO Box 10576, Chelmsford, Essex, CM1 9NY

**Description of the
Charity's Trusts:**

Governing Document:

Constitution dated 12th February 2020

Objects of the Charity:

The Charity's objects ("the objects") are to assist in the relief of suffering and distress amongst persons endangered by accident or natural hazards in lowland areas primarily in the County of Essex, but not restricted to this area. In particular by providing adequate arrangements for the secure and efficient search for and rescue of any person or persons so endangered, by trained personnel.

Specific Investment Powers

None.

Section 2

Trustees and Governance:

Name of Trustee	Dates during which the named trustee acted if not for the whole period of this report	Names of Directors of any corporate charity trustee at the date of this report	Name of person (or body) entitled to appoint any charity trustee
Colin Booth			Members
Anna Wallerstrom			Members
Steve Jarrett			Members
Adam Hayes			Members

Trustee
selection

method:
Trustee
s are
appointed by
the
membership as
honorary

officers and committee members.

Names of the Charity's
Custodian Trustees:

No appointment has yet been made

Section 3

Activities & Achievements

The charity has again had a busy year, with callout numbers returning to more stable levels that were effected during the COVID-19 pandemic.

Essex Search and Rescue remain operationally one of the busiest Lowland Rescue teams in the UK. {Previous year in brackets} The team was called out 98 (102) times, totaling 3503 (3290) hours of total time, and 56 individual volunteers. Average time per volunteer for callouts 41 (53) hours in that 12 months.

In addition to callouts there were 105 (101) training exercises, totaling 3724 (4225) hours of total time. Average time per volunteer for training 53 (69) hours.

720 (455) hours recorded on other activities, but strongly suspect that is substantially under reported.

As of 30th September 2023, the charity's volunteers currently stood at 64 operational and non-operational members, an increase on the previous year of 2021/2022.

The year has been focused on further recovering our strength in numbers using the revised recruitment process, which has provided much higher retention rates seen for the last two-years. This has allowed ESSEXSAR to maintain full operational strength mitigating any impacts from COVID-19. A revised approach to training and qualifications has also demonstrated that a decentralised CPD approach to self-learning in some of the less critical aspects of the syllabus has worked well. Considerations have been made to increasing tailoring individual training requirements to meet new national Lowland Rescue requirements for licensed Search Technicians.

Our K9 unit continue to be used frequently on searches, with several new dogs in training. ogs and support are requested on a regular basis by Essex Police. On many occasions they are being deployed ahead of foot teams (and in some cases, without the need for foot teams to be deployed). They have managed to continue their very high level of training, with considerable personal commitment from the handlers and their families to put in regular practice. Enhanced training for K9 support was able to continue, which gives the team member the ability to carry out several functions under pressure pending the arrival of additional assistance.

We have introduced an Ambassador Programme that allows for associate membership to ESSSEXSAR. Responding to feedback that people wanted to be involved but not necessarily operational, the ambassador programme was stood up to allow for a cadre of volunteers to focus on supporting the charity and fundraising activities.

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Finance & Fund-Raising

Total draft figures for the year ending 30th September 2022 as follows.

Total Income	£41,824
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(of which is restricted funds	£24,700)
Total Expenditure (inclusive of VAT)	£16,734
(of which was from restricted funds	£6,940)
Total cash in hand at the end of the year	£97,906

Contribution of Volunteers

The volunteers fundraising activities this year have been greatly reduced. However, they have become more creative, taking the opportunity to explore new avenues of raising funds and deliver awareness of Essex Search and Rescue in the local communities which we support and social media.

Essex Search and Rescue would not exist without the tireless efforts of our volunteers, who not only raise funds and awareness, but also make themselves available to search for vulnerable missing people and support the community 24 hours a day, 365 days of the year.

Our volunteers also bring skills and experience they have gained in their life outside of the team to pass and readily pass these on to others with a large amount of good humor and team work.

Relationships to other parties

We continue to have an excellent relationship with Essex Police and continue to develop relationships with other blue light and emergency response organisations, Essex Fire Service, HM Coastguard, and the RNLI. We continually seek joint training and opportunities to aid and support each other. The team is also represented on the Essex Volunteers Network and local Resilience Forum.

We have had good support from several local councils in Essex, and also dementia charities, and we have had mutual training activities with them. We hope to continue these relationships.

Section 4

Policies

Reserves

It remains the Trustees' intention to hold reserve funds equivalent to the total annual running costs of Essex Search & Rescue, as well as to build further reserve funds to replace equipment as required in the future. Expenditure in 2022/2023 is anticipated to increase from the levels in previous years and will relate in the main to ongoing operational costs, maintenance of existing equipment and replacement of limited life items.

Risks

We continue to look carefully at our financial obligations. Outgoings are regularly monitored and no expenditure is authorized unless sufficient funds are available.

Insurance

Team members are insured against personal injury whilst on callout or training via the Essex Police volunteer policy. A further policy is in place with Hiscock to cover public liability risks up to £10m, property loss or damage up to £20,000, medical malpractice, and trustee indemnity.

Health & Safety

We continue to utilize a generic Health & Safety policy, which is based upon good practice and Lowland Rescue guidance. However, we intend to develop and implement a more specific and relevant policy next year.

Prior to each search and training, an individual Health & Safety Risk Assessment is prepared, which takes in account local conditions, time of search, number of searchers available, and weather conditions. Health and Safety issues and documentation are reviewed and updated on a regular basis.

Other policies

The charity has adopted policies covering:

Health & Safety
Risk Management
Casualty Care
Infection Control
Diversity & Equal Opportunities
Safeguarding
Confidentiality
Volunteer membership
Bullying & Harassment
Data Protection
Continual Professional Development
Code of conduct
Use of search dogs
Search operations
TRiM.
GDPR
Social Media

All new team members have signed an acknowledgement form to confirm that they have read and accepted the above policies.

Section 5

Signature and Declaration

Declaration:

I declare in my capacity of charity trustee, that:

**The trustees have approved the report above; and
Have authorized me to sign it on their behalf**

Signature:

A handwritten signature in black ink, appearing to read 'Stephen Jarrett', written in a cursive style.

Full Name:

Stephen Jarrett

Position:

Trustee

Date:

28th February 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Name
Search and Rescue (draft accounts)

No (if any)
1096661

Receipts and payments accounts

CC16a

For the period
from

Period start date
01.10.2022

To

Period end date
30.09.2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Fundraising Income/Just Giving	5,779	-	-	5,779	
Other - Interest on Savings	200	-	-	200	
Textile recycling (JMP)	8,939	-	-	8,939	
Textile recycling (Members)	2,206	-	-	2,206	
Thermal imagers/helmets/drones fund	-	344	-	344	
K9 team (radios)	-	600	-	600	
Membership fees	-	1,954	-	1,954	
Keela/Ledco	-	868	-	868	
New vehicle fund	-	22,670	-	22,670	
Sub total (Gross income for AR)	17,124	24,700	-	41,824	
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	
Total receipts	17,124	24,700	-	41,824	
A3 Payments					
Assessment/Training Courses	70	-	-	70	-
Data costs/software	660	-	-	660	-
Insurance Costs	2,144	3,000	-	5,144	-
Marketing/Printing/PO Box	649	409	-	1,058	-
Medical Equipment	176	560	-	736	-
Subscriptions/membership	218	-	-	218	-
Repairs/renewals of equipment	93	-	-	93	-
Uniform/PPE	3,558	2,951	-	6,509	-
Vehicle expenses	2,226	20	-	2,246	-
Sub total	9,794	6,940	-	16,734	
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	
Total payments	9,794	6,940	-	16,734	
Net of receipts/(payments)	7,330	17,760	-	25,090	
A5 Transfers between funds	-	-	-	-	
A6 Cash funds last year end	72,816	-	-	72,816	
Cash funds this year end	80,146	17,760	-	97,906	

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Business Premium account	30,558	-	-
	Community account	49,588	17,760	-
		-	-	-
	Total cash funds	80,146	17,760	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Adam Hayes	08/05/2024	



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Essex Lowland Search & Rescue

On accounts for the year
ended

30 September 2023

Charity no
(if any)

1096661

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/09/2023

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of insert name of applicable listed body. Delete if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

8.5.2024

Name:

D N Miles

Relevant professional
qualification(s) or body
(if any):

Associate of the Chartered Insurance Institute

Address:	4 Peers Square, Chelmsford, Essex, CM2 6XP

Section B	Disclosure
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Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None